



TOWN OF BOXBOROUGH NOTICE OF PUBLIC MEETING

BOARD/COMMITTEE: CEMETERY COMMISSION

MEETING DATE: THURSDAY, October 13, 2022

TIME: 10:00 AM

PLACE: DEPARTMENT OF PUBLIC WORKS BUILDING, 873 Mass Avenue, Boxborough, MA 01719

MEMBERS PRESENT: Owen Neville, Jim Moss, Bill Sutcliffe

MEMBERS ABSENT:

OTHER ATTENDEES: Ed Kukkula, DPW Director/Cemetery Superintendent; Cindy Regan, Recorder

Summary of discussion of each topic: Meeting was called to order at 10:00 AM

1. **Review and approve September minutes** – Jim motioned to accept the minutes as amended. Bill seconded and motion passed unanimously.
2. **Communications/Public participation** – A resident attended today's meeting. His wife passed away in 2019 and was cremated. When he passes he will put his ashes with his wife's ashes in a companion urn. The current cemetery rules state that a headstone is not allowed on a one plot grave. He may purchase two plots, but would like to have a headstone if he decides to only purchase one. Owen told him the Commission was currently updating the rules and regulations.
3. **Vegetation or grounds issues** –
 - A. Ed Kukkula said the DPW will repair the granite post at North Cemetery. They will also be doing fall clean up at the cemeteries.
 - B. Owen voiced concern that over the years debris has been pushed back, via snowplowing, etc., against the back wall in South Cemetery. Some of it should be cleaned up in the spring so the boundary can be clearly identified.
 - C. Jim mentioned that a tree is broken at South Cemetery near Stow Road close to conservation. It could pose a danger if the rest falls. Owen will contact the Conservation Commission to ask if the DPW can take the rest of the tree down.
 - D. Commission discussed that the east most entrance to South Cemetery on Burroughs Road is not easy to negotiate. The Commission will take a look at it.
4. **Signage** – Rather than laminated signs, Ed Kukkula and Linda Collins recommended ordering permanent signs with the Town seal. One can be put at the inside entry of every entrance at South Cemetery. Owen motioned to have Ed move forward with ordering signs; Bill seconded and the motion passed unanimously. Bill then mentioned that new signs should be considered at both cemeteries. Owen asked Ed to determine the cost for 6 signs, with the possibility of placing one at North Cemetery at a later date. All were in favor.

5. **Veteran Flags** – Commission discussed how long veteran’s flags should remain on graves. New flags were put on some graves in May 2021. Some flags are getting torn and dirty. Discussion is deferred until next meeting after Owen speaks with Veteran’s Agent, James MacRae.
6. **CPA application and projects** – The CPA application was submitted. Owen spoke with Paul from Cali Corp and was told that repair work on the vault should begin next week.
7. **Continue review of rules/regulations/policies** – Review continued.

Meeting adjourned at 11:54 AM. Next meeting is on Thursday, 11/17 at 10 AM.