

Cemetery Board Of Trustees
West Boylston Town Hall
140 Worcester Street
West Boylston, MA 01583

Monthly Meeting Minutes
December 6, 2017

Members Present: Chairman Jack McCormick, Peter Rotando, Ron Menard,
Cemetery Superintendent Kevin McKee

1. Meeting called to order by Jack M. at 10:05AM.
2. Discussion on tree removal along Church Street. Favreau Forestry , Trees Unlimited, and Elliott Tree submitted estimates. Motion made by Peter R. to have Favreau do the work, as their estimate was the lowest. Seconded by Ron M. Unanimously approved.
3. Motion made by Ron M. to change the employee work schedule to 7:00AM - 3:00PM from December 1 through March 31. Seconded by Peter R. Unanimously approved.
4. Jack M. asked Kevin M. to contact him anytime he takes a sick day, in case someone contacts the Department to buy a lot, etc. Jack also asked Kevin to inform him before working overtime, except during burials or snow removal.
5. Three QR readers have been installed in the Cemetery. Three more have been proposed for the near future.
6. FY 2018 budget request forms were discussed. Jack M. filled out the forms and made copies for Peter R. and Ron M. We are to review the forms in order to finalize them at our next monthly meeting.
7. The next monthly meeting is rescheduled from January 10, 2018 to January 3, 2018, in order to finalize the FY 2018 budget forms, which are due on January 5, 2018.
8. Motion to adjourn made by Ron M. at 11:15AM. Seconded by Peter R. Unanimously approved.

Respectfully Submitted,



01/03/18

Ron Menard