

**Mount Vernon Cemetery Board of Trustees
West Boylston Town Hall
140 Worcester Street
West Boylston, MA 01583**

**Special Meeting
July 18, 2017**

**Attending: Jack McCormick, Peter Rotando, Ron Menard, Town
Administrator Anita Scheipers**

1. Meeting opened by Jack McCormick at 10:04AM.
1. Discussion on additional funding needed to cover recent changes made by the Personnel Board To Superintendent Kevin McKee's overtime situation and to Lance Watkin's now full-time Asst. Superintendent position.
2. Jack wants to use the revolving account to defray at least some of Lance's pay, and Anita says it's okay to do so, as long as the percentage of Lance's benefits is also paid out of that account.
3. By way of example, Anita estimated that if Lance's benefits total 46% of his annual wages, then that same percentage must be applied to any wages paid out of the revolving account.
4. Jack calculated that Lance's new annual wage will be approximately \$28,000. The budgeted amount for Lance in fiscal year 2017 is \$16,000.
5. Anita will check with Leslie in Accounting regarding our funding options, including the correct formula for determining Lance's benefit package.
6. Anita requested to be placed on our next month's regular meeting agenda to continue the present discussion. She said she'll "come back with scenarios" and formulas based on her research.
7. Motion to adjourn made by Jack M. and seconded by Ron M. at 11:15AM. Unanimously approved.

Respectfully Submitted,



Ron Menard, Clerk