

# Mount Vernon Cemetery Trustees

West Boylston, MA Town Hall  
140 Worcester Street  
West Boylston, MA 01583

## Meeting Minutes

November 30, 2016

**ATTENDING:** John McCormick, Peter Rotando, David Lindberg, Cemetery Superintendent  
Kevin McKee

1. Meeting opened by Chairman John McCormick, III at 10:00 a.m.
2. Motion made by Jack M. and seconded by Dave L. to approve the meeting minutes of November 17, 2016. Unanimously approved.
3. Board discussed and reviewed format of the RFP to determine the criteria for evaluation of each property proposal submitted.
4. Board discussed email sent by town administrator regarding seasonal position. Chairman John McCormick, III directed Cemetery Superintendent to contact the town administrator to find out if there was any confusion on this position or need for clarification.
5. Cemetery Superintendent Kevin McKee informed the Board that Jean Costello has been emailing him regarding interest on serving in some capacity on a committee to plan on future space needs and burial practices. Chairman John McCormick, III suggested the Board form an Ad Hoc committee to consider changes and/or upgrades to our cemetery operation. This committee will be comprised of trustee Peter N. Rotando and citizens selected to complete this task some time in the near future as land is selected for use.
6. Board revisited the issue of phone coverage for weekends and nights by Cemetery Superintendent Kevin McKee. Members of the Board suggested that the \$150.00 amount scheduled for January 1, 2017 was really not enough. Chairman John McCormick, III motioned that the fee could be increased to \$180.00 per month paid for by funds from the Revolving Account. This amount should be adequate compensation. Motion was seconded by David L. Unanimously approved. Note: This change will go into effect January 1, 2017. ~~SEE ATTACHMENT~~
7. Board reviewed the request by Chairman Larry Chism to meet with Cemetery Superintendent Kevin McKee. This meeting would be attended by the new DPW Director. Board discussed why the DPW Director was needed to talk to Cemetery Superintendent, who was our employee. Motion made by Jack M. and seconded by Peter R. that Cemetery Superintendent could meet with Personnel Board Director Larry Chism alone and not with any other department head. Unanimously approved.
8. Motion made by Jack M. and seconded by <sup>David</sup>~~Jack~~ L. to schedule next meeting on Wednesday, December 21, 2016 at 10:00 a.m. Jack M. will post at Town Hall. Unanimously approved.

9. Motion made by Jack M. and seconded by Peter R. to adjourn at 11:40 a.m. Unanimously approved.

Respectfully submitted,

  
Peter N. Rotando, Clerk

Approved w/changes  
12-21-16 10:10 AM  
PM