

Mount Vernon Cemetery Trustees

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

Meeting Minutes

October 19, 2016

ATTENDING: John McCormick, Peter Rotando, 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 Peter R. to accept the special Meeting Minutes of September 14, 2016 and September 26, 2016. Unanimously approved.
3. Cemetery Superintendent presented a report covering the burials in Mt. Vernon Cemetery for the past two years to be submitted to the new D.P.W. Director, as requested. Board of Trustees thanked the Superintendent for the excellent work on the report. We directed him to forward to the D.P.W. Director.
4. Cemetery Superintendent Kevin McKee submitted a price for a 48-inch commercial lawn mower off the state bid list for \$14,005.90 with a trade-in of existing mower of \$400.00. Superintendent requested Board keep the 14-year old mower and strip the old mower for valuable parts to be used on other equipment. Motion made by Peter R. and seconded by Jack M. to purchase this new machine for the amount of \$14,005.90 and keep 14-year old mower for parts. Unanimously approved.
5. Cemetery Superintendent notified the Board that he had sent out thank-you cards for all the vendors for donations to support Open House at the Holbrook Chapel. Board of Trustees thanked Kevin for handling this matter.
6. Cemetery Superintendent notify the Board of Trustees that the WB Municipal Light Dept. will assist Kevin with pruning activities as needed this Fall.
7. Jack M. discussed keeping Lance Watkins on as seasonal help into 2017.
8. At 10:25 a.m., Town Administrator Anita Scheipers joined the Board to review specifications and criteria for requests of proposals for available land in the town of West Boylston for a new cemetery.
9. Town Administrator asked Board of Trustees if approximately \$5,000.00 of funds would be available for property appraisal. Chairman of the Board John McCormick, III said the funds could be available.
10. Town Administrator directed Board of Trustees to develop criteria to evaluate how submitted properties could be rated to meet the needs of the town.

11. Town Administrator left the meeting at 10:50 a.m. Motion made by Peter R. and seconded by Jack M. to schedule next meeting November 17, 2016 at 10:00 a.m. Jack M. will post at Town Hall. Unanimously approved.
12. Motion made by Jack M. and seconded by Peter R. to adjourn at 10:55 a.m. Unanimously approved.

Respectfully submitted,



Peter N. Rotando, Clerk

Approved 10:10m
11-17-2016
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