

**Town of West Boylston, MA  
Cemetery Trustees  
November 17, 2021  
Meeting Minutes**

Members present: Ronald Menard and Barbara Mard  
Members absent: Siobhan Bohannon  
Also present: Kevin McKee

Chairman Menard convened the meeting at 10:02 a.m.

Invoices were reviewed and approved by Mr. Menard.

**October 23, 2021 Semi-Annual Town Meeting Results**

- Approved transfer of 20K from Sale of Lots to the Revolving fund.
- Approved 50K for paving specific streets in the cemetery

**Paving Project**

J. F. Gray provided the low bid of 49.5K for the paving project on streets in the cemetery that are in need of replacement. J.F. Gray will be contacted by Mr. McKee to acquire a signature on the bid to guarantee the 49.5K for spring 2022 when the project will be completed. Mr. McKee informed the Trustees DPW Director Duffy will speak with J.F. Gray regarding the necessity of digging to a depth of 12 inches for the subbase for at least some of the project reducing the cost.

**Monument Repair**

Mr. McKee informed the Trustees the monument in the cemetery located next to the Historical Society requires more work than anticipated. Fanning and Lehner will do the work soon depending on ground frost.

**Hartwell Street Cemetery Project Planning Update**

Town Administrator Lucier has asked the Trustees to hold off on planning the new Town cemetery. She would like to keep the work in-house by utilizing the DPW as much as possible.

Discussion of where to begin working on the grounds of the cemetery property was discussed. The original idea by past Trustees was to begin at the center of the property. After discussion beginning close to Hartwell Street would be less expensive and provide better security for the cemetery.

**Cemetery Financial Update**

Mr. McKee provided a financial report of the cemetery finances.

- Account balance information.
- Requested purchasing uniform workwear as outlined in the cemetery contract, \$450.00 per employee.
- Requested \$800.00 to purchase loam.

Upon Motion of Mr. Menard and second of Mrs. Mard it was voted all in favor to approve the request of \$450.00 for workwear and \$800.00 for purchase of loam.

**Shrub Removal**

Mr. McKee has been approached by several families who would like assistance with removal of overgrown and/or dead shrubs from their grave sites. When possible the shrubs will be removed.

**Transition to DPW**

The Cemetery office has been moved to the DPW building at 35 Worcester Street. DPW employees have begun digging and backfilling graves. Mr. McKee has been doing brush dump duty on occasion. The transition is moving along smoothly.

The next Cemetery Trustee meeting will be Tuesday, December 14, 2021, at 10:00 a.m. at Town Hall 140 Worcester Street, West Boylston, MA.

With no further business to come before the Trustees and upon motion of Mrs. Mard and second of Mr. Menard it was voted all in favor to adjourn at 10:50 a.m.

Respectfully submitted,

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Barbara A. Mard, Vice Chairman

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Ronald Menard, Chairman

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Barbara A. Mard, Vice Chairman

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Siobhan Bohnson, Clerk