

Minutes of West Boylston Cemetery Trustees Meeting

**Tuesday 9-14-2021, at 10:00 meeting was held at the W.B. Sr. Center,
Arts and Craft room, 120 Prescott St. West Boylston**

In Attendance:

Ron Menard: Chairman
Barbara Mard: Vice Chairman
Siobhan Bohnson: Clerk
Kevin McKee: Foreman of Cemetery
New DPW Director: Kevin Duffy

1. Meeting was called to order by Ron Menard at 10:00 am

2. Public Comment:

There were no public comments.

3. Approval of minutes of the August 17,2021 meeting:

Ron Menard made the motion to approve the minutes of the August 17, 2021 meeting; Barbara Mard 2nd the motion. Ron Menard asked all in favor, it was unanimous vote.

4. Discussion of recent drainage problem:

Kevin McKee stated this has been a problem before; the manhole cover pops off from the water pressure due to heavy rains. Kevin Duffy suggested welding a hinge to one side of the manhole and a locking mechanism on the other side, so it can't pop off again. Kevin Duffy and Kevin McKee will inspect it in the near future. The past Board members thought there was an Easement for the drainage, Barbara went to Town Hall and could not find any record of an Easement.

5. Update pertaining to Interest earned on Monies:

Siobhan contacted the Town Account and the investments that the Cemetery cannot be moved, according to the Town Charter regulations.

6. Cemetery Foreman, Kevin McKee comments:

Kevin shared the balances in the Revolving \$11,167.58, Sale of Lots \$25,013.06, P.C. Interest \$3,658.63, and Perpetual Care \$433,412.17. Kevin also shared quotes from two companies for the paving that is needed. He is waiting for the third company to send their quote in. Kevin stated they had three burials in one day and have been busy. The DPW has two employees that are now doing the digging for burials. This is a new process for the DPW and training is ongoing.

7. Chairman Ron Menard Remarks:

Ron reminded us to sign and fill out the Ethic and Conflict of Interest Forms that are required to be returned to Town Clerk. Kevin Duffy, DPW Director introduced himself to the Trustees, it was his second day in the position. Ron stated the Town Administrator, Nancy Lucier informed him that it was the responsibility of the Cemetery to get quotes and monies for paving but not new equipment needed. This is confusing to all of the Trustees and learning the new rules with the merging of the DPW department. Repaving project involves 725 feet of Roadway, 1st estimate \$49,500, 2nd estimate \$50,400. There are town warrants article for payment and transfer of \$20,000 from Sale of Lots to revolving account. Ron also noticed not all of the meeting minutes were in the book. Siobhan stated she had put some there and will check on what is missing. With Town Hall closed it was hard for her to get into the building.

8. Discussion on Goal Setting for FY 2022:

The New Cemetery is priority and will be the focus, wishing that it has a start and or plan by July of 2022. Along with the funding needed and Kevin McKee stated he thought the larger trees could be sold for logging.

Ron called a vote to adjourn the meeting, Barbara 2nd and it was unanimous vote all in favor.

Next meeting October 19,2021

September
Trustees Meeting August 17, 2021

Revolving - \$11,167.58

Sale of Lots - \$25,013.06 y

P.C. Interest - \$3,658.63

Perpetual Care - \$433,412.17

- Quotes for paving

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7. Chairman's Comments:

- Repaving project involves 725 feet of roadway. 2 estimates rec'd : \$49,500. and \$50,400. Submitted a capital expense request, and Nancy has also placed a Town Meeting warrant article on this.
- Town Meeting warrant article for a \$20,000. transfer from Sale of Lots to revolving.
- Kubota replacement to be handled by the DPW.
- Conflict of Interest Forms, etc. : Barbara needs to take the online test?
- Copies of meeting minutes. . .

Date the minutes were approved 10-19-2021

Submitted by:

Siobhan M. Bohannon

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