



**TOWN OF BOXBOROUGH
NOTICE OF PUBLIC MEETING
Meeting Minutes**

BOARD/COMMITTEE: Cemetery Commission

MEETING DATE: 3/4/20

TIME: 10:01 AM

PLACE: Boxborough Town Hall, 29 Middle Road, Boxborough, MA 01719, Grange Annex Room North

Members Present: Bill Sutcliffe, Jim Moss, Owen Neville

Members Absent:

Other Attendees: Ed Kukkula, DPW Director/Cemetery Superintendent; Cindy Regan (Recorder)

Summary of discussion of each topic

Reviewed January minutes. Jim motioned to approve January minutes, Bill seconded and motion carried unanimously. Cindy will send minutes to Liz Markiewicz to put on website.

1. **Old Business** - Jim received an estimate of \$3000 from Tree Masters in Boxborough for removal of the dead tree at North Cemetery. Jim motioned to not exceed \$3000 for the tree removal. Bill seconded and all were in favor. **Action Item** – Jim will contact abutting homeowners to request permission to allow Tree Masters to use their driveway.

2. **Green Burials Update**– Jim received a copy of Westford’s rules and regulations for Green Burials.

The Commission has had inquiries from a few residents regarding Green Burials.

Jim will give a presentation on Green Burials to the Cemetery Commission at the April meeting.

3. **Policy Update** – No update.

4. **New Business** – Cemetery Commission has unanimously approved the write up for the Annual Report.

Owen moved to establish a policy regarding the commission receiving an email notice when burials are scheduled. Jim seconded and the motion carried unanimously.

Bill asked if the storage building at South Cemetery can be replaced or fixed.

Ed was told by a resident that Kathy from Acton Funeral Home said Boxborough was the only town in our area that uses 2x2 concrete vaults for cremations. Ed indicated that we probably don't need them. Owen motioned to no longer require concrete vaults for cremations on the recommendation of the Cemetery Superintendent. Jim seconded and all were in favor.

Paul Chouinard from Cali Corp arrived and the meeting adjourned to North Cemetery.

The next meeting is scheduled for Wednesday April 1 at 10:00am.