

Town of Millbury
Minutes of
Cemetery Commission Meeting
January 13, 2020

RECEIVED
TOWN CLERK
2020 MAR 18 AM 10:20
MILLBURY, MASS.

ITEM ONE – CALL TO ORDER

Marcia Landry called the meeting to order at 5:01 p.m.
Present: Marcia Landry, Randy Mogren, Keith Caruso and Amy Paquette-Riordan.

ITEM TWO – GUEST/SPEAKER:

No guests.

ITEM THREE– MEETING MINUTES:

The Cemetery Commission reviewed the meeting minutes from December 16, 2019.
Marcia Landry made a motion to accept the minutes as written. The motion was seconded by Randy Mogren. A unanimous vote ensued.

ITEM FOUR-NEW BUSINESS:

No New business at this time.

ITEM FIVE – COMMUNICATIONS:

No communications at this time.

ITEM SIX-MONUMENTS/FLAT MARKER APPROVALS:

Pozzi Monument-Richard, Brenda, Timothy and Barbara-Section 5-Paperwork given to Commissioners for review and approval. Marcia Landry made the motion to accept as drawn as it fits in allowed specification. Seconded by Randy Mogren-vote unanimous.

ITEM SEVEN– NEW BURIALS

No new burials at this time.

ITEM EIGHT – OLD BUSINESS:

Cemetery Software-per Marcia a budget review will have to be done to secure funds for the new software. A meeting will be necessary with Andrew Vanni.

Marcia Landry wanted to remind Andrew that per M.G.L. a monthly expenditure report must be provided for review.

Keith Caruso presented the proposed FY2021 Budget to the Commissioners for their review. One item listed was a fence. Marcia has informed Keith that she would like to see the wish list that was presented by other individuals.

Keith informed the Commissioners of the Seasonal line item in the budget for 2 workers based on 18 weeks at the rate of \$12.75 due to the increase in minimum wage. Randy asked if the existing budget would support the increase. Marcia asked if they would run into a deficit because of the cost increase. Keith answered that the budget would support the seasonal workers because neither worker actually works the full 18 weeks due to holidays, vacations and time off. The 18 weeks allows a little wiggle room in the budget. Marcia reminded Keith that's one-line item that cannot be taken from another line item and if need be, they could go to Fin Com as an unexpected case. Keith is confident that the money budgeted will be sufficient for the year. Keith walked through the rest of the budget stating that he took into account water rates for next year, the water line improvements that wouldn't take place until spring, the mower line item was decreased due to the purchase of new equipment so repairs would be far less and the budget will be used for blades and wheels. Marcia informed Keith that was the first time they ever asked for less money and Keith agreed at least on that line item. Marcia reminded Keith that once you ask for less it's difficult to go back up and Keith stated he was comfortable with that number and would like to see the money used elsewhere. Keith informed the Commissioners that he level funded the tree and stump removal. Marcia agreed stating there are not that many trees left there. Keith then informed them that he moved the money from the mower line item to the restoration of monuments as that is his primary concern. Keith also needs to be provided with the quote for the street signs so he may adjust that line item. Marcia then reminded Keith that the signs should probably be ordered in March so they arrive in time for a spring installation. The Commissioners will follow up with Andrew regarding the payment of the street sin poles.

Marcia Landry wanted to point out again-other concerned individuals are not able to interject items into their budget and she will pursue that. Requests need to be sanctioned by the Commission. Marcia informed Keith that she did not want the budget submitted with the fence line item she thinks it would put a negative spin on things. The Commissions wish list had been provided to the Town Manager and the Commissioners have not yet received a response. Marcia stated they are not against improvements but a fence is not high on the priority list so once again please remove that item and bring it to the Town Manager's attention.

Keith stated that the water line work will be done in house as out sourcing this project is too expensive and that the DPW put in the line from the manhole to St. Brigid's. Marcia Landry informed Keith to look as the least invasive and most viable options for running the water line. Randy had brought up running down the paper road in section 10. Keith also stated they could run along side the road as they only need 18 inches and wouldn't disturb the road/pavement in that section. Keith then informed the CC that he could T off of anywhere.

Marcia also informed Keith that a lot of the improvements would not be possible without staffing and supplies. The CC used to have a separate line item that allowed them to hire a landscaping company to care for the maintenance of the grounds at Central Cemetery and some how that budget just went away. Marcia would like to see that reinstalled into the budget. Keith informed the commissioners that there would be no new hires and seasonal employees are not the answer. Keith said it could like Fenway if they had the proper staffing. Marcia agreed and reiterated that a landscaping company with the man power and expertise is what is needed at the cemetery to accomplish the solutions to majority of the problems that have been raised.

ITEM NINE – FUTURE MEETING DATES

Upcoming meeting dates are as follows: March 16, 2020, April 20, 2020 and May 18, 2020. Meetings will be held on the third Monday of every month unless posted otherwise.

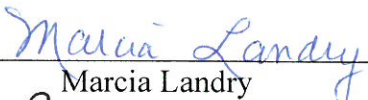
ITEM TEN – ADJOURNMENT

At 5:30 p.m. Marcia Landry motioned to adjourn the meeting; Randy Mogren seconded. Meeting adjourned by unanimous vote.

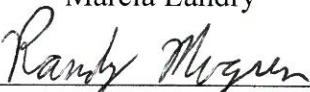
Respectfully prepared by Amy Paquette-Riordan



Gil Picard



Marcia Landry



Randy Mogren