

RECEIVED

By Karen Wilber, Town Clerk's Office at 8:00 am, Jan 19, 2022

**CEMETERY COMMISSION
MEETING MINUTES**

February 17, 2021

2:00 PM

Live streamed on YouTube with no option for public participation

MEMBERS PRESENT: Gail Forsberg
Cheryl Fraser

ALSO PRESENT: Scott Charpentier, DPW Director
Donald LeBlanc
Robert Luke

Meeting called to order at 2:00 PM

**1. COMMISSIONER FORSBERG READ GOVERNOR BAKER'S ORDER
REGARDING PUBLIC GATHERINGS**

2. ACKNOWLEDGMENT OF COMMISSIONER GRAHAM'S PASSING

Mr. Charpentier spoke of Commissioner Graham's service to the Town and his appreciation of his dedication to the Cemetery Commission. Commissioner Forsberg commented that he was a wonderful man who served his community well and cared very deeply about the Town of Northborough. Mr. LeBlanc also commented that Commissioner Graham was very kind and also very dedicated to the Town.

3. APPROVAL OF MINUTES FROM NOVEMBER 12, 2019 MEETING

Commissioner Forsberg moved to approve the minutes from November 12, 2019; Commissioner Fraser seconded the motion. All members voted in favor.

4. REVIEW OF HISTORICAL SIGN FOR BRIGHAM STREET BURIAL GROUND

Mr. Charpentier explained that the 2020 Annual Town Meeting and the Community Preservation Committee approved funding for historic signs to be installed at the Cemeteries. The first sign is for the Brigham Street Burial Ground and was created by the Northborough Historic District Society for consideration & approval by the Commission. Commissioner Forsberg commented that she believes it will make a nice addition to the burial ground and that the sign seems to be a good size and height. Mr. Charpentier commented that he hopes the sign will encourage the abutters around it to show respect for the burial ground and refrain from leaving leaves and grass clippings there.

Commissioner Fraser commented that the sign will make a fine addition to the area and fits nicely with the surroundings. Both commissioners gave their approval of the sign and Mr. Charpentier noted that he will let Mr. Norman Corban and the Historic Society know that the Cemetery Commission is appreciative and looks forward to the sign being placed.

5. PRICE INCREASE FOR CREMATION VAULTS

Mr. Charpentier noted that vault prices have been going up and our last price increase was several years ago. Effective December 1, 2020 cremation vault prices have increased to \$107.00 per vault from our vendor. Mr. Charpentier is recommending an increase from the current \$100.00 to \$120.00 per vault, thus allowing us to cover the price from the vendor as well as handling and storage costs for a few years to come. Commissioner Forsberg noted that \$120 is very reasonable and Commissioner Fraser agreed that it was both reasonable and necessary for future burials. Commissioner Fraser moved to approve the price increase to \$120.00 per vault. Commissioner Forsberg seconded the motion. All members voted in favor.

6. OTHER BUSINESS NOT ON THE AGENDA

Commissioner Forsberg inquired about the National Historic Registry and keeping the Kizer Cemetery separate from the Howard Street Cemetery. Mr. Charpentier noted that he has been in contact with the Historic Society and they have a consultant preparing the documentation. It has been made clear that they are indeed separate cemeteries on separate parcels and that only Howard Street is being put forth for consideration.

Commissioner Forsberg noted that she has sold her house in Northborough and will be moving to Arizona in May 2022 and she's wondering what is the best way to attract replacement Commissioners. Mr. Charpentier noted that word-of-mouth is the best approach, including people that the Commissioners are familiar with in the community. These would be people civic-minded and willing to serve their community on the Cemetery Commission. Commissioner Forsberg noted that it would be best to have a new commissioner in place before she leaves for continuity and training purposes.

Finally, Mr. Charpentier gave a brief update on Niches for the Cemeteries. He noted they are still present on the Capital Improvement Plan and are proposed for Fiscal Year 2025.

NEXT MEETING:

Mr. Charpentier suggested the next Commission meeting take place on April 20, 2021 at 2:00 PM. All present agreed.

ADJOURN:

At 2:20 PM, Commissioner Forsberg moved to adjourn; Commissioner Fraser seconded the motion; The vote was unanimous in favor.

Respectfully Submitted,

Robert Luke
Administrative Assistant

Documents used during meeting:

1. February 17, 2021 Agenda
2. November 12, 2019 Meeting Minutes
3. Draft pictures of proposed Brigham Street Burial Grounds Sign