

Approved: 4/4/2023

Paxton Cemetery Commission
Meeting Minutes from March 7, 2023
The John Bauer Senior Center, Activity Room
17 West Street, Paxton, MA 01612

Present:

- ✓ **Chairperson:** Joanna A.H. MacGugan (JM)
- ✓ **Clerk:** Christopher D. Stone (CS)
- ✓ **Director of Public Works:** Travis Thibault (TT)
- ✓ **DPW Administrative Assistant:** Tiffany Sidhom (TS)

Absent:

- ✓ **Vice-Chairperson:** Brian Brosnihan

The meeting was called to order at 7:05 p.m.

Subject	Discussion	Decision/Recommendation
Meeting Minutes	Review Meeting Minutes from the January 31, 2023 meeting.	Motion (JM) seconded (CS) to approve the minutes as written.
Mooreland Cemetery – Maintenance Update	Some minor clean up from the winter storms has begun.	
Mooreland Cemetery – New Monument Requests	None.	
Center Cemetery – Maintenance Update	Crews have not had time to begin storm clean up yet.	
Center Cemetery – Update re: damage to wall/monument from car accident	Insurance company has approved the repairs to be made the Center Cemetery.	Mossy Rock Masonry will begin work when weather permits.

Center Cemetery – Veteran Grave Markers Preservation	(CS) is approximately halfway through the list of veteran grave markers (to see which, if any, are missing). It will be approximately \$75 to replace each veteran marker that is needed.	(CS) will compile a list of how many are needed and which they are. This may need to be funded through the Perpetual Care Expendable Account.
Center Cemetery – Gravestone Cleanup Project		(JM) will begin researching which materials to purchase (for cleaning) as well as reach out to both Historical Commission and possibly local Scout groups to begin forming a committee to do the cleaning.
FY23 and FY24 Budget Discussion/Proposal	(TT) relayed to the Town Administrator that the Commission wishes for the accounts Cemetery Headstone Restoration (0100-1491-5802-0000) and Cemetery Pavement of Roads (0100-1491-5801-0000) to remain open and have their balances move over into FY24. (TT) has not heard back from the Town Administrator regarding same.	(TS) will reach out to the Town Accountant to see if there is a plan for these accounts before a member of the Commission reaches out to the Town Administrator directly.
Other Business – Fee Schedule	The Commission reviewed the costs associated with burials that was provided by (TT).	Motion (JM) seconded (CS) to increase the fees for each item by \$50 for July 1, 2025 and again on July 1, 2027. (TS) will provide new books to be made available at a future meeting and update the information on the town's website.
New Business – Capital Item Request	DPW has submitted a request for a Capital Improvement purchase of a John Deere lawn mower to replace the existing ExMark mower, the cost of which is approximately \$13,839. The Capital Improvement Planning Committee asked that both Cemetery and Recreation be asked to assist in the cost of the purchase, if they are able.	Motion (CS) seconded (JM) to pay a portion of the cost of the new mower, the amount of which will be voted on when a final cost is available, and which will be based on what funds the Commission may have available.
Public Comments	None.	

Next Meeting		April 4, 2023 (Subject to Change)
Adjournment		Motion (JM) seconded (CS) to adjourn at 7:43 p.m.

Respectfully submitted by:



Tiffany Sidhom, DPW Administrative Assistant

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