

Approved: 3/7/2023

**Paxton Cemetery Commission**  
Meeting Minutes from January 31, 2023  
The John Bauer Senior Center, Activity Room  
17 West Street, Paxton, MA 01612

**Present:**

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

*The meeting was called to order at 7:00 p.m.*

Subject	Discussion	Decision/Recommendation
Meeting Minutes	Review Meeting Minutes from the November 15, 2022 meeting.	Motion (CS) seconded (JM) to approve the minutes as written. Unanimous, all in favor.
Mooreland Cemetery – Maintenance Update	Clean up from the recent ice storm is being performed in the cemetery. Luckily, no trees came down.	
Mooreland Cemetery – New Monument Requests	None.	
Mooreland Cemetery – Update on McGinn Request for Oversized Monument	(TT) has reached out to the monument company to see if part of the base can be buried in the ground, thus reducing the height of the monument. (TT) has not yet heard back but does not foresee that it will be an issue.	Commission agrees that if part of the base can be buried, the monument may be installed as presented.
Center Cemetery – Maintenance Update	(CS) was contacted about a tree on the north side with a large branch that hangs over the property line, as well as a tree	(TT) will look at both issues.

	on the Cemetery side that needs to be trimmed.	
Center Cemetery – Update re: damage to wall/monument from car accident	Quote has been obtained from Mossy Rock Masonry. All information has been sent to the insurance company and we are still waiting for a reply.	(TT) will reach out to the Town Administrator to see if the insurance claim can be pushed forward.
Center Cemetery – Final Restoration Project Report	Historic Gravestone Services has completed the project. The DPW has the electronic copy of the report.	(TS) will share the electronic copy with the Commission members.
Center Cemetery – Veteran Grave Markers Preservation	(CS) is approximately halfway through the list of veteran grave markers (to see which, if any, are missing).	
Center Cemetery – Gravestone Cleanup Project		Will be moved to Spring. Will need to form a committee for cleaning. Possibly try homemade solution. Start recruiting a committee in March?
FY23 and FY24 Budget Discussion/Proposal	<ol style="list-style-type: none"> <li>1. The Town Administrator has requested to move the Cemetery Commissioner line item (0100-1491-5101-0000) to the Highway Superintendent line item (0100-1421-5102-0000) and the Cemetery Payroll line item (0100-1491-5102-0000) to Highway Compensation (0100-1421-5103-0000) for FY24 and all subsequent budgets. All other line items shall be level-funded for the FY24 budget.</li> <li>2. The Town Administrator believes that the line items Cemetery Headstone Restoration (0100-1491-5802-0000)</li> </ol>	<ol style="list-style-type: none"> <li>1. Motion (CS) seconded (BB) to transfer the accounts as stated and level-fund the other accounts for the FY24 budget. Unanimous, all in favor.</li> <li>2. The Commission does not want to dissolve these accounts and still needs to make use of them, as they were voted on. The</li> </ol>

	and Cemetery Pavement of Roads (0100-1491-5801-0000) should be spent within this fiscal year or dissolved.	Commission will reach out to the Town Administrator to discuss further.
Other Business	The Commission would like to update the fee schedule for the upcoming years within the Rules and Regulations.	(TT) will provide a breakdown of costs for the DPW to perform burials for the next meeting.
New Business	None.	
Public Comments	None.	
Next Meeting		March 7, 2023 (Subject to Change)
Adjournment		Motion (JM) seconded (BB) to adjourn at 7:41 p.m.

Respectfully submitted by:

Tiffany Sidhom, DPW Administrative Assistant

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