



**Minutes of the Cemetery Commission
June 8, 2018
78 Main Street, Hudson MA 01749
3rd Floor Conference Room**

Meeting convened at 9:26AM.

Members present: Nelson Santos, Joe Chaves, and Eric Ryder/DPW.

Others present: None.

Nelson Santos called the meeting to order at 9:10AM.

Previous Meeting Minutes for Approval: Commissioners reviewed the September 11, 2018 Meeting Minutes and by unanimous vote approved the same.

Agenda Items:

1. Review and approve previous meeting(s) minutes – Approved minutes, see above.
2. Review of status of Forestvale Building Construction Options based on approved Town Warrant
 - a. Eric Ryder reported: Town Meeting approved the \$10,000 warrant article for improvements to the Cemetery. Since approval DPW has obtained quotes for the buildout. The projected costs for the buildout is \$100,000. Glenn Davis will be doing the design work. The building will be a full concrete building. The work will be done by DPW staff except for electrical and plumbing which may be sub-contracted. DPW will also reach out to Assabet Valley Vocational School to see if their students could do a brick façade. Plans are expected to be received by mid-August and the Commissioner should be able to meet to vote on the final project.
3. Review Financials
 - a. Commissioner reviewed financials from 2012 through 2018 on the Perpetual Care Fund and Sale of Lots Funds. Commissioners were concerned on the loss based on the investment fund. It was noted that interest on perpetual care can be used on day to day expenses, therefore the Commissioners discussed changing the investment structure.
 - b. MOTION: Nelson Santos moved to have the commissioners review the investment strategy and take action relative thereto to change the investment structure for better growth and also to determine the process on how to change the investment structure if it decided to do so in the future. Joe Chaves seconded the motion. Motion carried unanimously.

4. Review of recent work completed by DPW at Cemeteries
 - a. Eric Ryder reported:
 - i. Paving has continued at the cemeteries. 85% of the paving project will be completed by the end of the summer.
 - ii. 2 new large lots are in process of being developed. They are not ready for lot sales yet. There has been public interest for these lots. Together both lots should provide up to 800 individual grave sites.
 - iii. Pine Trees next to Governor Cellucci's grave are becoming a danger with dry limbs. They will be cut this summer for safety reasons. DPW will reach out the Cellucci family to notify them.
 - iv. DPW will be planting trees along the second entrance to Forestvale. Some of the trees will be donated by the Odd Fellows. This will provide some privacy on that side of the cemetery.
 - v. Stone Wall repair projected has continued and is underway in parts. This will be an ongoing project.

Items Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting: There were no items.

1. Lawnmower at cemetery has broken down. A new lawnmower which has been selected for Cemetery use and also allows for the future purchase of attachments (making it multi-use) has been selected and tested. The lawnmower would cost \$17,000.
2. Based on the immediate need of a designated lawnmower for the cemetery, the commissioner reviewed using the Perpetual Care Interest to purchase the same.
3. MOTION: Joe Chaves moved to purchase the selected lawnmower with funds available from the Perpetual Care Fund, interest portion. Seconded by Nelson Santos. Motion carried unanimously.

Upcoming Meeting Reminder:

1. Wednesday, July 25 9am
2. Wednesday, September 19 6-7pm
3. Wednesday, October 24, 9am

Meetings to be posted as required. All meetings scheduled in 3rd Floor Conference Room at Town Hall.

Adjourn: Nelson Santos moved to adjourn the meeting, seconded by Jose Chaves. By unanimous vote, the meeting adjourned at 9:52AM.

List of Documents Used by the Commission at the Meeting:

1. Finance Report for 2018

Approved: July 24, 2018