

Roxbury Cemetery Commission
Meeting Minutes of November 23, 2020
Roxbury Community Center

Attending: John Cashman, Wendy Cashman, Sue Nevins by phone; Public: None

Meeting called to order at 10:02 A.M.

1. Minutes of October 29, 2020 approved as submitted.
2. Review 2020-2021 Cemetery Budgets

Discussed status of East Roxbury/Orcutt Trust Fund for which all available interest is committed except \$24.42. The Commission will not be able to call upon this account for funds indefinitely into the future. Review of Village Cemetery budget shows more than adequate funds available for 2021-22 planning. Need to confirm interest earned from Village Cemetery perpetual care CD is being transferred into the maintenance/restoration portion of the budget. The general cemetery budget has sufficient funds through the rest of the fiscal year, but there will likely be limited fund carryover into 2021-22 due to replacement of retaining wall and to removal of large ash tree in East Roxbury Cemetery. These unexpected maintenance issues are also responsible for the dramatic reduction in available interest funds in the aforementioned Trust Fund.

3. Plan and Adopt 2021-22 Cemetery Budgets

Considering status of budgets discussed the following projects/funds were incorporated by approved motions into the respective 2021-22 budgets:

Village Cemetery – Up to \$4,000 for annual headstone maintenance/restoration by Green Valley Memorials; \$74 for one case of stone cleaning solution; and up to \$1,500 for headstone replacement.

Roxbury Cemetery Budget - \$1,000 for headstone maintenance/restoration by Green Valley Memorials; up to \$1,500 for headstone replacement; \$300 for chain for family plot restoration project at West Hill Cemetery; and up to \$2,400 for tree removal at First Settler East by Snapping Turtle Tree Service per estimate.

4. Prepare Article(s) for Town Meeting March 2021

Due to stress on available funds and need for funding in excess of annual town allotment for fiscal year 2021-22 the following two articles were approved for consideration of the voters at the forthcoming Town Meeting:

- a. Will the voters approve revision of Article 8 adopted at the March 3, 2019 Town Meeting to allow the Cemetery Commissioners to utilize the appropriated \$2,000 for tree removal and stump grinding at any town cemetery whereas the aforementioned Article restricted use to West Hill Cemetery (Carrie Howe Road)?
- b. Will the voters approve the sum of \$2,500 to be administered by the Cemetery Commission for maintenance and restoration of town cemeteries?

5. Other Business

Discussed review of old Town Meeting Reports on file at the Roxbury Historical Society for information on our town cemeteries. Reviewed our understanding the Town would handle needed maintenance of the Village Cemetery roads, removal of the utility shed, grading of entrance to Gerdes addition and stump removal. Since these projects did not received attention, it was decided to remind the Town of this commitment. Further, It was decided if the modification to Article 8 from the March 2019 Town Meeting is approved the Commission will proceed with the additional tree removal at East Roxbury Cemetery by Snapping Turtle Tree Service for the estimated \$1,250.

There being no further business the meeting adjourned at 11:28 A.M.

Respectfully Submitted,

Wendy Cashman, Secretary