

MINUTES FORM

Please send a copy after each meeting to Town Hall

MINUTES OF _____ Meeting of Cemetery Commissioners _____

Meeting posted: ☒ yes, ☐ noDate: January 8, 1991 Time: 7:30p.m. Place: Cemetery Office, Woodlawn CemeteryMembers present: E. Bailey, C. Putnam, W. Mowry
also present: S. Kennedy, N. Howell

1. Bills were signed
2. Minutes of December 11th meeting were unanimously accepted as presented
3. Woodlawn Cemetery - Fowler Lot
Charles F. & Frances J. Fowler purchased 4-grave lot 29, section 8 at the time of the interment of their son
To date \$900.00 of the total cost of \$1,810.00 has been paid
Mrs. Fowler has contacted this office with the request that we divide the lot into two 2-grave lots.
She and her husband are getting a divorce and she has no need for four grave spaces.
Commissioners unanimously agreed to split the lot into lots 29 and 29A, upon the condition that this office receive a notarized letter from either member of the couple forfeiting all his/her rights to the lot
Upon receipt of such a letter and the \$10.00 Town Clerk's fee, the deed will be issued in the name of the other member of the couple
4. Maintenance man James Audette is making a map of Forest Cemetery in North Acton at the Engineering Dept. He will also make a Mylar of section 7, Woodlawn and section 5, Mount Hope
5. Maintenance Man Steve Gray is replacing one of the janitors who is out with knee problems.
Maintenance Man Jim Audette worked three days for Biff MacGregor
The Commissioners expressed concern about loaning out so much man-power for such an extended period of time
6. Reviewed D. Charter's memo requesting copy of 1990 minutes.
Copies have been prepared for the Town Clerk, D. Johnson and D. Charter
7. Reviewed D. Charter's memo dated 1-8-91 re: Budget Preparation
8. Reviewed D. Charter's memo dated 12-20-90 re: Woodlawn Chapel
This will be subject for discussion at the February meeting
9. Reviewed D. Charter's memo dated 1-7-91 re: Stewart's white shirts. Dean has contacted Kleenit and instructed them to replace the white shirts with tan ones.

RECEIVED & FILED

DATE Feb. 20, 1991Conelia Q. Huber

TOWN CLERK

10. Reviewed D. Charter's memo dated 1-8-91 re: Performance Review: Steve Gray
It has been determined that there was no abuse and the issue is closed.
11. Budget - if override doesn't pass, the Cemetery Dept. accepts the fact they we will lose our 31
week maintenance man and our two seasonal employees
12. Next meeting - Tuesday, February 12, 1991
13. Meeting adjourned at 9:20 p.m.