



*Cemetery Commission
P. O. Box 813
One Main Street
Upton, MA 01568*

Minutes for
01-21-16

Meeting was called to order at 6:30 in Town Hall room G07

Members present were commissioners: Joseph McMahon
 Robert Richard
 Glenn Fowler

Review of Agenda with items being added as included below.

Issue of Opening and Closing Lakeview Cemetery gates was introduced as:

- DPW staff opens gates daily by 8:00 AM.
- Upton PD currently closes the gate after 8:00 PM when time permits
- During winter months, on weekends and holidays this activity cost taxpayers around \$5,500 to \$6,000 in overtime pay for a responsible employee to go there and open the gate in the morning by statutory time.
- In summer months a Recreation Commission employee is available and assigned this task as routine responsibility for standard compensation.
- The commission discussed alternatives and resolved to support a request by DPW Director to Upton PD for extension of services to the morning as well as evening during the winter service period.
- Gates are traditionally left open during snow events to allow DPW vehicles access un-impeded for snow removal operations.

Guest DPW Director Vincent Roy appeared to outline a project he would like to pursue in two or three phases where a contractor dealing with GIS technology would be hired to:

- Simplify future on-going planning and operations of the cemetery facilities by:
 - Preparing an inventory of available data and records related to cemetery operations today.
 - Collecting, organizing and perfecting said data preparatory to recording same in a data structure of some kind for future reference and use in the course of day to day DPW operations at the cemetery facilities around town.
 - Make same information available to the public via web access or similar solution.
- Survey the facilities to :
 - Establish dimensions for established sections and lots in place.



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- Replace lot corners with more suitable marking devices
- Locate lot corners by GIS coordinates
- Identify the contents of each lot employed
- Provide a solution for ongoing maintenance of the data so established
- Map the facility now measured, marked and inventoried.
- Make resulting information available to public view.

Director Roy further requested and proposed that he expected, based on prior experience,

- That phase one would cost around \$5,000 and phase two might look like \$20,000 or so.
- Further, he was hoping the Commissioners would approve funding this project from available interest on Perpetual Care account funds.

Noting a number of serious issues standing in the way of success indicating:

- Loss of a substantial number of original deeds prior to 2004
- Failure to record actual burial geometry in many events
- Mixed lot configurations in a section
- Addition of new lots in sold out sections by closing a path with minimal documentation as to how and where,
- Changes in the specification of standard lot dimensions over time, etc...but,
- Changes in burial protocol, i.e. vaults since 1955 or so
- Over and under placements of ashes and urns...

Liking the intent of the proposal:

- Commissioners pointed out that they had generally tried to reserve these funds for acquisition of land for the next facility as present resources are very limited in remaining service time.
- Commissioners further suggested exploring the possibility of funding from CPA sources as they had funded a prior project to secure backup of existing vital records and received a requested sum from that source.

Reviewed report on status of grave for now ... members agreed in general with findings and proposal with action to Commissioner Fowler to pen a letter of response to the requestor, of Sutton.

Reviewed Minutes from meeting of 11/19/15, discussed and approved.

Reviewed Minutes from meeting of 12/21/15, discussed and revised by acting chair



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Reviewed Status of inquiry from a non-resident as to his ability to purchase a lot. Chair advised no resolution at this time.

Reviewed the Commission entry for Annual Town Report filed on schedule on 01/10/02. Chair complained it was just another collection of lies and miss statements of fact while acknowledging it was probably too late to do anything about it.

Motion to adjourn at 8:21, unanimous

Respectfully

Glenn Fowler, Commission Secretary