

Town of Billerica
Cemetery Commission
Minutes of Meeting on
June 10, 2024

Present
Peter M. Blaisdell, Jr., Chairman
Paul Matthews, Vice Chairman
Jim O'Donnell, Secretary, not in attendance
Fred Russell, DPW Director, not in attendance
Tim Chase, Supervisor
Brienne O'Rourke, Principal Clerk

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Meeting called to order at 7:00 PM by Chair Peter Blaisdell

Open Mike:

- Jim Spinale, wanted to know about movement on a bench plan, he has spoken with Tim Chase and they have agreed on a location and the style of bench
- Bill Higgins, a stop sign will not be installed, has discussed spruce locations with Tim Chase, will be added to a plan

Old Business:

- Approved April 29, 2024, minutes 2-0
- Supervisor's Report 2024 by Tim Chase:
 - 67 internments, 10 Veteran's Markers, 24 foundations installed, 3 Flat Markers
 - Tim and Fred went to the North Cemetery and they agreed it should be paved
 - Tim and Fred believe a Proposed Chapel would probably be best at the current garage location
 - Fred Russell and Kelly Conway went to new section to look at possible locations for benches, will add to a plan, 3 benches per section maximum
 - Tim will start adding cards to graves to come and see him if there are any issues, Brienne to look into purchasing plastic stakes similar to TruGreen to place there instead of affixing a note to the monument.

New Business:

1. Paul Matthews made a motion to request a report from Town Accountant for funds, Fiscal Year ends on June 30, 2024, approved 2-0
2. Mr. Blaisdell read a sample letter to be sent to license holders that have gone outside of the approved area for decorating headstones, all agreed it was appropriate. Brienne will mail them out.
3. Mr. Blaisdell asked if there was a possibility of having a section where an upright monument could be placed on a single grave with the capacity to have 2 graves. Tim Chase said that to the best of his knowledge it would have to be a vault grave.
4. Next meeting scheduled for August 19, 2024, at 7PM, DPW Conference Room

A motion to adjourn was made by Mr. Matthews at 7:37 PM and was seconded by Mr. Blaisdell, 2-0 in favor to adjourn.