



TOWN OF WESTFORD
BOARD OF CEMETERY COMMISSIONERS

TOWN HALL
55 Main Street
WESTFORD, MA 01886
Telephone (978) 692-5526

MEETING AGENDA

October 12, 2023

8:30 a.m.

Meeting will be held virtually – instructions are below.
This meeting is being recorded and may be made available on
the internet.

- 1. Recording Announcement**
- 2. Call to Order**
- 3. Open Forum/Announcements**
- 4. Historical Sign Placement at Hillside and Wright Cemeteries Proposal – Westford Historical Society and Museum**
- 5. Approve Minutes**
 - September 14, 2023
- 6. Department Reports**
 - Budget Report
 - Burial Report, Deeds to be Signed
 - Cemetery Operations & Grounds Report
- 7. Commissioner Reports***
- 8. Unfinished Business**
 - Request to Reserve Name Space on Community Memorial Stone – Follow-Up
 - Financial Accounting for Prepaid Names
 - Hudson Monument Company Feedback
 - Remove from Sales Inventory Unused Graves Near Trees and Gazebo Path in Pine Grove Cemetery Section I
- 9. New Business***
 - *Town of Westford Regulations for Municipal Cemeteries* Revision Process and Timeline
- 10. Schedule Next Meeting**
- 11. Adjourn**

* This is included in case a matter not reasonably anticipated is brought before the board

Town of Westford

All members of the public are invited to a Zoom meeting.

When: Oct 12, 2023 08:30 AM Eastern Time (US and Canada)

Topic: Cemetery Commission Meeting

Register in advance or at any time prior to the conclusion of this meeting by accessing the following link on your computer, smart phone or tablet:

https://westfordma-gov.zoom.us/webinar/register/WN_DIsAwczET5CMSqnTwq-Gug

Registration requires only that you provide a name and E-mail address.

After registering, you will receive a confirmation email containing information about joining the meeting and you will be provided with immediate access if the meeting is already in progress.

Please be advised this open meeting may be broadcast live via WCAT and recorded for playback online, video-on-demand viewing at

<https://cloud.castus.tv/vod/westfordcat/?page=HOME>. Attendees are reminded that by attending this meeting, you consent to your likeness and audio being used and rebroadcast by WCAT, or by the Town.

If any member of the public wishing to attend this meeting seeks special accommodations in accordance with the Americans with Disabilities Act, please contact our office at 978-692-5501 extension 1 or email to tmaa@westfordma.gov.