

**Westford Cemetery Commission**

**Public Meeting Agenda**

**October 16, 2018**

**8:30 a.m.**

**Town Hall Conference Room, 2<sup>nd</sup> Floor**

- I. Call to Order
- II. Approval of meeting minutes from August 14, 2018
- III. Open Forum
- IV. Introduction of new alternate member on Cemetery Commission, Paul Murray
- V. Discussion of annual report submission
- VI. Discussion of future Pine Grove Cemetery expansion and improvements, including update on irrigation system and well
- VII. Discussion of past practices for holding lots without receipt of payments
- VIII. Old Business
  - a. Update on burials/sales
  - b. Update on financials
- IX. New Business
  - a. Discussion of request received by lot owner Austin Ralls requesting permission for monument installation
- X. Commissioners sign deeds for sale of lots
- XI. Schedule next meeting
- XII. Site visit to Pine Grove Cemetery, 68 Forge Village Road
- XIII. Meeting adjournment