

Westford Cemetery Commission

Public Meeting Agenda

October 23, 2018

8:30 a.m.

Town Hall Conference Room, 2nd Floor

- I. Call to Order
- II. Open Forum – Citizen Participation
- III. Discussion of Pine Grove Cemetery Expansion and Improvements in Advance of Board of Selectmen Meeting (whether to hire designer)
- IV. Discussion of Budgets and Capital Requests
- V. Discussion on Draft Letter to Funeral Homes Indicating Payment Requirements Prior to Burial Services
- VI. Discussion of Cemetery Supervisor “Wish List” for Improvements
- VII. Discussion of Draft Form for Lots on Hold and Questions from Administrative Assistant on Current Holds
- VIII. Discussion of Letter for Collection of Debts
- IX. Old Business
- X. New Business
- XI. Commissioners Sign Deeds for Sale of Lots
- XII. Schedule Next Meeting
- XIII. Meeting Adjournment