



**TOWN OF WESTFORD
BOARD OF CEMETERY COMMISSIONERS**

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

MEETING AGENDA

January 15, 2019

8:30 a.m.

Police Department Training Room
53 Main Street

- 1. Call to Order**
- 2. Approval of Minutes**
 - a. December 18, 2018 meeting
- 3. Open Forum**
- 4. Pine Grove Well Project**
 - a. Discussion with Tighe & Bond
- 5. Cemetery Supervisor Update**
 - a. Pine Grove expansion, roads and pruning
- 6. Fairview Cemetery Building**
 - a. Building maintenance and electrical system issues
- 7. Cemetery Commission Membership Expansion**
 - a. Process and requirements to change town charter
- 8. Update on first Green Burial Advisory Council meeting**
- 9. Update from Administrative Assistant**
 - a. Lot hold letters
 - b. Funeral home letter
 - c. Monthly burials/sales
 - d. Outstanding balances
- 10. Interment Orders**
- 11. Commissioners sign deeds for sale of lots**
- 12. Schedule next meeting**
- 13. Meeting adjournment**