

## **Cemetery Commission Meeting Minutes**

Date: Tuesday, January 9, 2024  
Location: Senior & Community Center, 1 Care Drive, Erving, MA 01344

Present: Laura Bezio, Holly Fitzpatrick, Robert Holst, Bryan Smith

Meeting called to order at 6:04 PM.

### Feasibility Project:

Moved to next meeting.

### Budget and Capital:

Holly Fitzpatrick will attend and present the budget to the Finance Committee at their meeting.

### Cemetery Software:

Moved to next meeting.

### Sold Deeds and Purchasing Them Back:

A discussion was held on analysis of sold deeds, including those potentially available to purchase back. A review of potential open lots took place with a request to follow up with the Sexton for confirmation. The Commission would like to attempt to contact deed holders to purchase unused lots.

### Process to Purchase Burial Plots:

The process for purchasing burial plots was discussed to make sure they were consistent with new changes to the Rules and Regulations and the most efficient for payment of fees. The Commission will work with the Sexton to create an application that will include a 30-day deadline for payment of fees. Bryan Smith will a copy of the current application. The Commission will review and edit the application.

### Review of Town Policies and Regulations:

A review of the Town of Erving Cemetery Rules and Regulations took place to confirm edits from the December 19, 2023 and to make clear that lots are not ownership of land and that deeds convey the right to bury. The language was amended to reflect that the Town still owns the underlying land, including the definitions in Article 2 of the Rules. Holly Fitzpatrick made a motion to amend the regulations to change all references to “grave owner” and/or “lot owner” be changed to “deed holder”. The motion was seconded by Robert Holst. Vote: all in favor.

Holly Fitzpatrick made a motion to approve the revised Town of Erving Cemetery Rules and Regulations with edits from today's meeting, effective January 1, 2024 and superseding the December 19, 2023 and September 27, 2007 Rules. Seconded by Robert Holst. Vote: all in favor.

The regulations will be put on record with the Town Clerk and posted.

Additional revisions to the Rules and Regulations were discussed, including a legal clarification on ownership, a covenant relating to lot deeds reverting back to the Town if we no longer have contact information and no one is buried in the lots and references to disinterment and access to remains.

#### Review of Meeting Minutes:

Robert Holst made a motion to approve the December 19, 2023 meeting minutes. Seconded by Laura Bezio. Vote: all in favor.

#### Bill Warrants:

A discussion took place relating to the process for bill warrants and how bills relating to the cemetery are currently being handled. Robert Holst made a motion that any purchase for the purpose of the cemetery needs to be approved by the Commission prior to the purchase, however, in the event of an emergency, the Sexton may purchase an item not to exceed \$200. The motion was seconded by Holly Fitzpatrick. A motion was then made by Holly Fitzpatrick to table the motion until Glenn McCrory can be present. Robert Holst seconded the motion. Vote: all in favor.

The Commission will request copies of the budget since they were not included in the distribution.

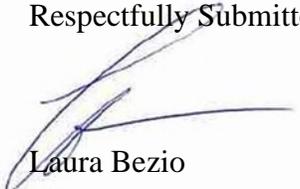
#### Next Meeting:

The next meeting is scheduled for February 6, 2024 at 6:00 PM. The meeting will not be monthly.

Holly Fitzpatrick made a motion to adjourn, Robert Holst seconded. Vote: all in favor.

Meeting adjourned at 7:05 PM.

Respectfully Submitted,



Laura Bezio