

**RECEIVED**

By KWilber/Assistant Town Clerk at 8:33 am, Sep 13, 2023

**CEMETERY COMMISSION  
MEETING MINUTES**

January 18, 2022

5:30 PM

Live streamed on YouTube with no option for public participation

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**MEMBERS PRESENT:** Gail Forsberg  
Cheryl Fraser

**ALSO PRESENT:** Scott Charpentier, DPW Director  
Donald LeBlanc  
Robert Luke  
Norm Corbin  
Michael Durkin

Meeting called to order at 5:43 PM

**1. COMMISSIONER FORSBERG READ GOVERNOR BAKER'S ORDER REGARDING PUBLIC GATHERINGS**

**2. APPROVAL OF MINUTES FROM FEBRUARY 17, 2021 MEETING**

Commissioner Forsberg moved to approve the minutes from February 17, 2021; Commissioner Fraser seconded the motion. All members voted in favor.

**3. CONSIDERATION OF LETTER OF SUPPORT TO CPC FOR FUNDING OF NEW KIZER CEMETERY SIGNS**

Mr. Charpentier explained that an application was submitted to the CPC for funding of new identification signage at each of the portals of the Kizer Cemetery. The CPC will meet on the 27<sup>th</sup> of January to discuss the matter. Mr. Corbin explained that the Northborough Historic District Commission is looking for funding of new signs to match the previously installed signs at the Howard Street Cemetery and the old burial grounds on Brigham Street. He noted that the Kizer land was purchased in 1965, thus making it eligible for the Historic District Commission's involvement. He explained that one sign would be installed at the Whitney Street entrance and the other would be installed at the Howard Street entrance. The amount requested is \$5,124.00 and DPW would perform the installation. Commissioner Forsberg noted that it's difficult to see the entrance at the Whitney Street entrance and a sign would be a welcome addition. Commissioner Fraser noted that she drove right by the entrance today and had to turn around, thus a sign would definitely be helpful. Mr. Charpentier explained the process that DPW would compose the letter of support and send it along to the Commissioners for signing before

submission to the CPC. Commissioner Fraser had a question of potentially increased cost due to inflation and Mr. Charpentier explained that the DPW, or the Historic District Commission, could potentially offset that increase out of their respective budgets. Commissioner Fraser moved to approve the letter of support for the new Kizer signage. Commissioner Forsberg seconded the motion. All members voted in favor.

#### **4. CONSIDERATION OF MEMORIAL STONE FOR DURKIN LOTS**

Mr. Charpentier explained that the sketch of the Durkin memorial resembles a bench which the Commission has historically denied as they are difficult to maintain by the DPW grounds crew. Mr. Charpentier explained that he spoke to Mr. Durkin and the memorial company and that if the memorial was kept within the regulatory dimension criteria and nothing extends beyond the granite base, it would comply with the letter of the regulation and thus he would not oppose its installation. However, Mr. Charpentier also noted that he'd prefer it went before the Commission for discussion and approval. Mr. Charpentier explained that there were several Durkin friends and family members who showed-up for the meeting to express their support. He also noted that it wasn't appropriate for them to speak at this meeting as it wasn't advertised for public comment, but he wanted to let the Commissioners know of their support nonetheless. Mr. Durkin entered the meeting and requested the Commission's approval so that his daughters can rest in peace and that he can rest in peace when he visits them. Commissioner Forsberg had a question on the drawing and that it did indeed match the regulations. She also noted that although these requests have been denied in the past, she also realizes that the Commission needs to consider the resident's needs going forward. Commissioner Fraser noted that the memorial also replaces the traditional headstone and is not 'in addition to' a headstone. Commissioner Fraser moved to accept the Durkin memorial. Commissioner Forsberg seconded the motion. All members voted in favor.

#### **5. OTHER BUSINESS NOT ON THE AGENDA**

Commissioner Forsberg let the Commission know that she will be stepping down from the Cemetery Commission in May, 2022. Mr. Charpentier requested that the Commission schedule its next meeting for early May and that public outreach begin to find a new Commissioner.

#### **NEXT MEETING:**

Tentative scheduling will be either the 3<sup>rd</sup> or the 10<sup>th</sup> of May depending upon the availability of Commissioner Cushman.

#### **ADJOURN:**

At 6:06 PM, Commissioner Forsberg moved to adjourn; Commissioner Fraser seconded the motion; The vote was unanimous in favor.

Respectfully Submitted,

Robert Luke  
Administrative Assistant

*Documents used during meeting:*

1. January 18, 2022 Agenda
2. February 17, 2021 Meeting Minutes
3. Draft of proposed Durkin memorial
4. CPC application