



**TOWN OF MERRIMAC**  
**Trustees of Cemeteries**  
2 Locust Grove Road  
Merrimac, MA 01860  
978-346-9839

TOWN CLERK RE  
'19 OCT 7 PM 7:11

Minutes of Meeting  
9/9/2019 7:08 pm  
2 School Street  
Meeting Room C

Meeting called to order 7:05 pm  
Attendance: Madelaine, Gwen, Ellie, Anne

Anne: Discussed outstanding issues re: FY19, expendable and non-expendable trusts, FY20 transfer of funds raised by sale of lots at annual town meeting, special article 5, Armstrong shrubs, CIE vs Perpetual Care. Corner markers and concrete part of CIE. Dondero and Northern Tool are perpetual care. Anne will make adjustments to close out FY19 for the cemetery department. Special article 5, what are the annual expenses for Arc GIS? Can remaining funds be used to pay for digitizing records? Need IT budget line item moving forward. Need to take care of trees, discuss with Tom.

Gwen motioned to approve prior meeting minutes, Ellie seconded.

Discussed SHRAB grant. Gwen talked to archivist. They are interested in coming out to assess the records at the cemetery building and provide best practices moving forward. The head of SHRAB will be coming to the Church Street monument dedication in November. Possibility for future grants for stone repairs. Gwen motioned to fill out application for roving archivist SHRAB grant, Ellie seconded.

Need gutter update from Tom.

Need to discuss changing bylaws for vault requirements with KP Law.

Discussed plans to digitize. Whatever program we use to scan needs to be approved by the state which will greatly impact any chance of using open source software.

Do deeds need to be signed at a meeting?

Gwen will book meeting room through May 1, 2020.

Discussed war memorial lighting plans and the possibility of using existing conduit. There will need to be a small transformer placed on either the cemetery side of the fence or the monument side of the fence. There is concern about small children accessing the transformer if it's on the monument side, and it is agreed that the transformer should be on the cemetery side. Gwen motioned to allow the monument committee and the electric department to run electricity through existing conduit next to cemetery fencing and request a boulder/rock, or some sort of object, to be placed to impede foot traffic along that route and specifically to block the transformer. Ellie seconded.

Deeds signed.

Meeting adjourned 8:31 pm.

Minutes respectfully submitted by: Madelaine Thompson-Judkins

Minutes approved by Trustees on: 10/7/19

Chairman signature: Madelaine Thompson-Judkins