



Town of Stow  
CEMETERY DEPARTMENT  
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## CEMETERY COMMITTEE - MEETING MINUTES - JUNE 15<sup>th</sup>, 2022

1. Meeting was Called to Order at 2:00pm
2. Committee received an update on the Eagle Scout project of Jack P.
  - a. It was noted by committee members that the project will be cutting it close for the 18<sup>th</sup> birthday requirement. Fire Chief Benoit has spoken with GH Gledhill about the project, but the committee feels it is not GH's job to ensure that it gets completed in time.
3. The Assistant Town Administrator (Dolores Hamilton) and Highway Superintendent (Steve Nadeau) provided an update on the Highway Admin (Mac) going full-time as of 7/1 and the duties he will be taking over for the Cemetery Department and Committee. These include:
  - a. Posting of Meeting Agendas, Notices, and Minutes.
  - b. Tracking Cemetery Department spending
  - c. Preparing bills for both Cemetery Department budget line items and Perpetual Care / Sales of Lots
  - d. Procurement for Cemetery Department
  - e. Clearing out paperwork backlog (likely a winter project)
4. The Assistant Town Administrator (Dolores Hamilton) and Highway Superintendent (Steve Nadeau) provided an update on the Cemetery Supervisor's role after 7/1; this includes preparation for a potential merger into a DPW. As well as the future of the current Cemetery Department building which is likely to be shuttered in the Fall due to rising fuel prices and turn into cold storage only.
5. Minutes from previous meeting (May 12<sup>th</sup>, 2022) accepted.
6. Meeting adjourned at 3:30pm