

**WEST MEADOW CEMETERY EXPANSION
PROJECT BUILDING COMMITTEE**

COLUMBARIUM REQUIREMENTS SUBCOMMITTEE

SPECIAL MEETING MINUTES

July 6, 2009

Town Hall Conference Room One

- I. Call to order – The meeting began at 3:10 PM.
- II. Roll call – Present: Don Woods, Dennis Bonitsky and Jeff Baron
- III. Public participation - None
- IV. Consider columbarium rules and requirements – The updated draft of the changes to the Cemetery Ordinance was distributed. Samples of inscriptions and letter sizes were also distributed. Dennis will request samples of faceplates from the Contractor to be turned over to a person who does inscriptions. No new changes were considered. Nothing will be presented to the Committee as a whole until the entire subcommittee agrees to do so.
- V. Consider any other changes to the Cemetery Ordinance – The Committee as a whole will be asked to add recommendations regarding fees to the subcommittee's charge. Other requirements to add to the proposed changes are 1.) a limit of no more than four urns with cremated remains in any individual grave space and 2.) no more than two stones in any one grave space.
- VI. Take action on recommendations to the Committee as a whole – No action taken.
- VII. Any other business pertinent to the committee – None.
- VIII. Public participation – None.
- IX. Response to public participation – None.
- X. Adjournment – the meeting ended at 3:40 PM.

Respectfully submitted,

Jeff Baron

Jeff Baron
Director of Administrative Services