

**AGENDA & SUPERINTENDENT'S REPORT FOR PARKS & CEMETERIES COMMISSION MEETING OF
TUESDAY JANUARY 14, 2020**

2020 JAN -9 PM 1:30

(TIME AND PLACE OF MEETING: 7:30 P.M. PINE GROVE CEMETERY OFFICE BLDG., RT. 97 HAVERHILL
RD., TOPSFIELD, MA)

BURIALS SINCE LAST SUPT. REPORT: ASH: LORD (9/5/19), F. SMALL (9/13/19), K. SMALL (9/13/19),
KREBS (9/13/19), CASO (10/5/19), STOTLER (10/17/19), MOSER (11/16/19) & HARRINGTON
(11/30/19). FULL: EVANS (9/28/19), MCGOVERN (10/4/19) & DRISCOLL (12/23/19).
RECEIVED
TOWN CLERK
TOPSFIELD, MA
Posted 1/9/20 1:30 PM

TOPICS FOR DISCUSSION

OLD BUSINESS:

OLD BUILDING/CHAPEL UPDATE: THE CARPENTERS WORK IS COMPLETE, ELECTRICAL WORK IS
IN PROGRESS, A HEATING AND COOLING CONTRACTOR HAS BEEN ON SITE TO TAKE
MEASUREMENTS.

NEW BUILDING UPDATE: THE BOH WANTS A SEPTIC PLAN AND/OR TITLE 5 INSPECTION ON
THE EXISTING MAINTENANCE BUILDING. CONSERVATION WANTS TO INSPECT THE OVERALL
AREA BEFORE THE BUILDING CONNECTOR IS INSTALLED.

HOLIDAY ON THE GREEN: GRETCHEN REHAK WILL DISCUSS THE EVENT.

SMITH MEMORIAL: UPDATE BY S.SHEPARD CONCERNING SAME.

WREATHS ACROSS AMERICA: S. SHEPARD WILL PROVIDE AN UPDATE.

DEAD ANIMAL PICKUPS: S. SHEPARD WILL PROVIDE AN UPDATE.

TOWN LANDFILL: S. SHEPARD WILL DISCUSS THE VARIOUS PROPOSED CONTRACTS WITH
WESTON & SAMPSON TO REDUCE LANDFILL MONITORING.

NEW BUSINESS:

BUDGET: S. SHEPARD WILL DISCUSS THE NEW BUDGET

BILLS, DEEDS AND PAYROLLS TO SIGN

***ANY OTHER PARK AND CEMETERY RELATED TOPICS NOT REASONABLY ANTICIPATED BY
THE CHAIR 48 HOURS IN ADVANCE OF THE MEETING***