



Posted 12/3/20 9:15 AM  
2020 DEC -2 PM 4:05

## TOWN OF TOPSFIELD PARK & CEMETERY BOARD MEETING

### AGENDA

December 8, 2020  
7:00 P.M.

*Pursuant to Governor Baker's March 12, 2020 order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Park & Cemetery Board will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Topsfield website at [www.topsfield-ma.gov](http://www.topsfield-ma.gov) For this meeting, members of the public who wish to watch or listen to the meeting may do so in the following manner: Video conference (see log-in information below.) No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Topsfield website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.*

Join Zoom Meeting:

<https://us02web.zoom.us/j/87852682039?pwd=Y1BVem9Jbk45RnlPM1ltR25YL1ZwUT09>

Meeting ID: 878 5268 2039

Passcode: 948233

Phone# 1 929 205 6099

- I. Call to Order**
- II. Approval of November 17, 2020 Minutes**
- III. P/C Interim Superintendent, Gary Wildes**
  - a. Update on Staff
  - b. Update on Transition of Department

- IV. Mormon Monument** – Update from Kimball Memorials
- V. Hearse House** – Update on status, Inspections & Plan for completion
- VI. Holiday on the Green (HOG)** - Update
- VII. Cemetery Software Proposal** – Review, discuss and vote
- VIII. New Equipment Proposal** – Review, discuss and vote
- IX. 2021 Communications** - Recommendations
- X. Adjourn**

*The listings of topics are those reasonably anticipated by the Chair that may be discussed at the meeting. Discussion on topics is at the discretion of the Chair. Discussion during meetings should always be courteous and respectful. You must be recognized by the Chair before any comments, questions or discussion may be offered or considered.*