

COMMONWEALTH OF MASSACHUSETTS

CITY OF LOWELL

**VOTE**

**IN CITY COUNCIL**

**ORDER,**

To transfer funds to pay for ad in The Sun regarding Announcement for new Columbarium at Westlawn Cemetery.

**ORDERED,**

By the City Council of the City of Lowell, as follows:

**That the amount of Seven Hundred Fifty and 00/100 (\$750.00) Dollars be transferred:**

**FROM:** Fund # 8406 Perpetual Care Int. as described in "Attachment A":

**TO:** Account # 04914153 530000 Professional Services, as described in "Attachment A":

**ORDER RECOMMENDED AND INTRODUCED BY:**



Eileen M. Donoghue  
City Manager



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*There's a lot to like about Lowell.*

Christine Clancy  
DPW Commissioner

Shannon Cohan  
Superintendent of  
Parks and Open Space

July 23, 2020

Conor Baldwin  
Chief Financial Officer  
375 Merrimack Street  
Lowell, MA 01852

Re: Cemetery Commission transfer of \$750.00 to be approved by the City Council

Dear Conor,

On Tuesday, July 14, 2020 the Cemetery Commission met for its regularly scheduled monthly meeting. During the meeting the Cemetery Commission discussed a request to transfer \$750.00 to pay for an ad in the Lowell Sun to announce the installation of a new installed Columbarium in Westlawn I and the availability to purchase a niche in it.

A motion was made by Member John Bond – seconded by Chairman Gerard Largay to

Transfer \$750.00 from the Perpetual Care Interest account to cover the cost of an ad in the Lowell Sun to the following Cemetery Division account:

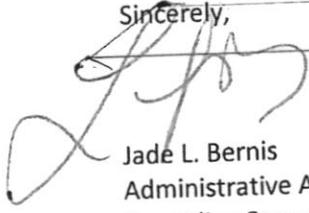
1. Appropriation 04914153-530000	Cemetery Prof. Services	\$750.00
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**This transfer is needed to pay for the ad in the Lowell Sun**

So Voted 4 – 0 - 0

Please let me know if you have any questions. Thank you in advance for your cooperation in this matter.

Sincerely,



Jade L. Bernis  
Administrative Assistant/  
Recording Secretary

Cc Cemetery Commission  
Shannon Cohan, Superintendent of Parks and Open Space  
Lisa Coupe, Office Staff  
Files



Conor Baldwin  
 Chief Financial Officer

## MEMORANDUM

**TO:** Eileen M. Donoghue, City Manager  
**FROM:** Conor Baldwin, Chief Financial Officer   
**CC:** Christine Clancy, Commissioner of DPW  
**DATE:** August 4, 2020  
**SUBJECT:** Cemetery Transfer

Christine Clancy, the Commissioner of Public Works forwarded a request to transfer funds from the Perpetual Care Fund in the cemetery division of DPW. The DPW has obtained approval of the Cemetery Commission to recommend the use of these funds to the City Council, which have no bearing on taxes.

The revenue in this fund consists of interest earned on the Perpetual Care Trust principal balance, pursuant to Chapter 114 of the Massachusetts General Laws. The total of the transfer is \$750. These funds will be used to make improvements to the public cemetery. A memorandum from the Cemetery Commission secretary is enclosed which more fully details the work. I have also included a summary of the effected accounts below.

Account Name	Original Budget	Previous Transfers	Current Budget	YTD		Balance		Balance After Transfer
				Expenditures (Actual)	Encumbrances	Before Transfer	Transfer	
Perpetual Care Trust - Interest Acct.	200,512	(7,950)	192,562	-	-	192,562	(750)	191,812
Cemetery Professional Services	49,666	7,950	57,616	544	16,218	40,854	750	41,604

Eileen M. Donoghue  
City Manager

August 4, 2020

Mayor John J. Leahy  
And  
Members of the Lowell City Council

Dear Mayor Leahy and Members of the Lowell City Council,

I am hereby requesting that the City Council vote to transfer funds from the perpetual care special revenue fund to the general fund to pay for advertising fees for the cemetery. The total amount of this transfer is \$750.

Enclosed with the vote is a memorandum from the cemetery commission secretary which specifies the work to be performed utilizing these funds. Also enclosed is a memorandum from the Chief Financial Officer which describes the relevant accounts. This transfer will have no impact to the taxpayers, as the money from the funds consists of interest earned on the perpetual care trust fund.

The transfer of the funds carries the endorsement of the cemetery commission, which voted at a special meeting on July 28, 2020, to recommend that this transfer be approved by the City Council. This fund is classified as a special revenue fund on the city's ledger and requires a vote of the City Council to approve the transfer of funds.

Sincerely,



Eileen M. Donoghue  
City Manager

CC: Conor Baldwin, Chief Financial Officer