



CITY OF MELROSE

DEPARTMENT OF PUBLIC WORKS
Administration & Engineering-Water-Sewer-Facilities
Park & Forestry-Highway-Sanitation-Cemetery-Fleet

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Cemetery Commission Meeting Minutes

June 20, 2019, Cemetery Conference Room, 205 Sylvan Street, Melrose, MA 02176

Attendance:

Chairman Mark D. Garipay (MG)
Commissioner Douglas E. MacDonald (DM)
Commissioner Daniel O'Neill (DO)
Angela Pisacreta, Cemetery Administrator (AP)

Invitees:

Peter Pietrantonio, Operations Manager (PP)

Call to Order

The meeting was called to order at 4:32 p.m. A motion to call the meeting to order was made by MG and seconded by DO. All in favor.

Review of Minutes

The minutes of the meeting of May 20, 2019 were reviewed. A motion to accept the minutes as read was made by DO and seconded by MG. All in favor.

Public Participation

A motion to open the meeting for public participation was made by MG and seconded by DO. All in favor. No residents were in attendance.

A motion to close the meeting for public participation was made by DO and seconded by MG. All in favor.

Financial Report/Inventory

The financial report for the balance of May through mid June 2019 compiled by Angela Pisacreta was reviewed. AP also submitted a copy of the departmental payment schedule with a detailed breakdown of how the deposits were dispersed. A motion to accept the report was made by MG and seconded by DO. All in favor.

Old Business

Update on Vesper Avenue surveying project

MG informed the commission that he spoke with Farrell Engineering regarding the Vesper Avenue surveying project. MG was told that the Wyoming Cemetery project was on their docket of work to be completed.

Update on damaged headstone repair

AP informed the commission that she had communicated with the monument company scheduled to do the work on two occasions. AP advised the commission that a seasonal business of this nature is particularly busy this time of year. AP told the members that she would follow-up with another telephone call on Monday

Update on estimate for cost of canopy

This matter was tabled until the next meeting. Peter Pietrantonio was to present an estimate but was unable to attend today's meeting because of an emergency DPW issue.

Update on capitol projects

Chairman Garipay presented two communications to be read, placed on file and made part of the record. The first was an email communication the chairman sent regarding pending capitol improvement projects. It was sent to the following: Mayor Gail Infurna, Patrick DelloRusso, CFO/City Auditor and Robert VanCampen, Deputy Mayor/City Solicitor.

The issues pertained to the following:

- A concern regarding the removal of trees that border the cemetery property and the Pine Banks Dog Park.
- Funding for completion of the digitization of cemetery records.
- Funding for the continuation of roadway paving within the cemetery.
- Funding for the completion of the wall restoration project.
- Funding needed for the continuation of expanding much needed burial space.
- A request that the Legal Department addresses issues pertaining to two particular grave lots sold by the previous Cemetery Administrator.

The second communication was Mayor Infurna's response to the issues in question. It was also read, placed on file and made part of the record.

Update on Eagle Scout project

Ben Parker and Richard Parker of 23 Fairmount Street were in attendance.

Ben Parker requested permission to catalog the names of all veterans interred at the Wyoming Cemetery as an Eagle Scout project. He informed the commission that the list would include the veteran's branch of service, birthdate, date of death and grave location. He also planned on communicating with the Information Technology Department at City Hall to see if they would be interested in possibly hosting a web page with the results.

New Business

Potential cremation site ideas

DM suggested and presented a picture of a cremation niche as potential way to expand burial space in the future. A brief discussion followed.

Payment approval for Kevin's Greenhouses

This matter was tabled until funding clarification can be established. MG will have a conversation with John Scenna, DPW Director on this matter.

Payment approval for AlmQuist Flowerland

The commission voted to approve payment of the following:

AlmQuist Flowerland, Invoice No. 32947 totaling \$1,176.00

A motion was made by MG and seconded by DO to post payment for the above-mentioned invoice to the following account:

Account No. 8204 – The Cemetery Flowers Receipts Fund

All were in favor.

Items not reasonably anticipated by Chairman at time of posting

Veteran Casket Section

The commission discussed the order of burial in the veteran casket area of the cemetery. It was agreed that the first burial had to be the full earth (casket) burial of the veteran. If a spouse predeceases the veteran her cremated remains cannot be buried until her husband passes away.

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A motion to adjourn at 6:20 p.m. was made by MG and seconded by DM. All in favor.