



## CITY OF MELROSE

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

**Angela Pisacreta**  
*Cemetery Administrator*

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## Cemetery Commission Meeting Minutes

December 5, 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)

### **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 DO and seconded by DM. All in favor.

### **Review of Minutes**

The minutes of the meeting of October 24, 2019 were reviewed. A motion to accept the minutes as read was made by DM and seconded by DO. All in favor.

### **Public Participation**

A motion to open the meeting for public participation was made by DM 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 DM. All in favor.

## **Financial Report/Inventory**

The financial report for the balance of the balance of October 2019 thru November 20, 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 DM and seconded by DO. All in favor.

## **Old Business**

### **Update on Fall Clean-up**

PP informed the commission that the cemetery fall clean-up was near completion. There were four sections remaining. He advised the commission that the areas in question would be cleaned next week, weather permitting.

### **Update on Road Paving Project**

MG presented a communication from Richard Stinson, Interim Director of Public Works in conjunction with Elena Proakis Ellis, City Engineer/Assistant Director regarding road repair within the cemetery. The communication dated November 12, 2019 was read and placed on file and made part of the record. The communication listed the costs to overlay all remaining “poor” ranked streets in the cemetery. After a lengthy conversation the commission revised the list and added the following roadways:

Lakeside Avenue  
Lakeview Avenue  
Fountain Avenue  
Willow Avenue  
Sycamore Avenue

### **Update on purchasing/leasing a turf sweeper for cemetery use.**

DO suggested obtaining an updated estimate on the cost of leasing a turf sweeper.

## **New Business**

### **Placement of Winter Baskets on Perpetual Care Graves**

PP informed the commission that the winter baskets have been purchased and placed on the Perpetual Flower Fund grave sites.

**Discuss charging a recording fee for a cremation burial in casket with spouse.**

AP suggested taking a survey of cemeteries in the area regarding the charging of a recording fee for the above.

**Discuss the cremation burial of a disabled child in Veteran grave with parents.**

A motion was made by MG to allow the cremation burial of a physical or mentally disabled child, incapable of self-support to be interred in the grave with his or her parents. The motion was seconded by DO. All in favor.

MG also made a motion that only government issued military markers be allowed on graves in Veteran Sections of the cemetery. The motion was seconded by DO. All in favor.

**Items not reasonably anticipated by Chairman at time of posting.**

PP informed the commission that he will schedule a certified land surveyor to begin the process of laying out and pinning the proposed new expansion area on Vesper Avenue in the spring.

PP informed the commission that the completion of perimeter wall repointing and structural repair of said wall will also commence in the spring. He advised the commission that the original masonry contractor will complete the project.

A motion to adjourn at 5:45 p.m. was made by DO and seconded by DM.

All in favor.

