



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

January 23, 2020, Cemetery Conference Room, 205 Sylvan Street, Melrose, MA 02176

Attendance:

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 8:33 a.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 December 5, 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 November 2019 thru December 30, 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 Road Paving Project

AP presented a communication from Richard Stinson, Interim Director of Public Works dated December 6, 2019, and the communication was read and placed on file and made part of the record. The communication confirmed the addition of the following to the list of roadways to be paved.

Lakeside Avenue
Lakeview Avenue
Fountain Avenue
Willow Avenue
Sycamore Avenue

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

The purchasing/leasing of a turf sweeper was put on hold until a funding source could be determined.

New Business

Discussion and resolution of a permanent time and date of each month for Cemetery Commission meetings.

After a lengthy discussion the members decided that the Cemetery Commission meeting would be held on the third Thursday of each month. The time of the meeting will be determined prior to the meeting being held.

Discuss cemetery financial situation involving city funds.

There was a discussion pertained to funding for the following:

- Placement of additional trees that will border the cemetery property and the Pine Banks Dog Park.
- Completion of the digitization of cemetery records.
- Continuation of roadway paving within the cemetery.
- Completion of the wall restoration project.
- Continuation of expanding much needed burial space.

Items not reasonably anticipated by Chairman at time of posting.

DO informed the commission that Special Agents of the Bureau of Alcohol, Tobacco and Firearms in attendance at a service at the cemetery, for one of their own, were quite impressed with service and care of the cemetery employees.

A motion to adjourn at 10:15 a.m. was made by DO and seconded by DM.

All in favor.