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

CITY OF MELROSE

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Cemetery Commission Meeting Minutes

February 27, 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)

Invitees:

Peter Pietrantonio, Operations Manager (PP)

Call to Order

The meeting was called to order at 8:32 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 January 23, 2020 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 January 2020 thru February 2020 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 pinning of graves on Vesper Avenue.

PP informed the commission that he would contact the surveyor and have the Vesper Avenue section pinned when the weather breaks.

PP also advised the commission that he would obtain a quote for the cost to pin Rosebay Avenue for potential single graves.

Update on restoration of cemetery wall.

PP informed the commission that he spoke with the masonry contractor, Build Max, Inc., the original contractor from Dudley, MA. PP advised the commission that the contractor will resume work on the wall in early spring.

Discuss survey pertaining to charging a recording fee for a cremation burial in casket with spouse.

AP presented survey of what cemeteries in the area were charging for a recording fee. The commission agreed to charge two hundred fifty dollars ($250.00) for such a fee. A motion to charge two hundred fifty dollars ($250.00) for a recording fee was made by DM and seconded by DO. All in favor.

New Business

Revision of cemetery map to include newer sections.

PP suggested that engineering digitization project designers would possibly be able to create overview map once the project is complete.

Items not reasonably anticipated by Chairman at time of posting.

The topic of roadway paving was discussed.

Patricia Milligan requested approval to replace the headstone at her husband's grave site.
AP presented a picture of the existing monument. The commission voted to approve the request. A motion to approve the request to replace the headstone was made by DO and seconded by DM. All in favor.

A motion to adjourn at 9:20 a.m. was made by DO and seconded by DM.

All in favor.