



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

August 20, 2020, Cemetery Conference Room, 205 Sylvan Street, Melrose, MA 02176

Attendance:

Commissioner Douglas E. MacDonald (DM)
Commissioner Daniel O'Neill (DO)
Commissioner Eileen Hamblin (EH)
Angela Pisacreta, Cemetery Administrator (AP)

Invitees:

Peter Pietrantonio, Operations Manager (PP)

Call to Order

The meeting was called to order at 8:31 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 February 27, 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 March 2020 thru mid-August 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, David Terenzoni and get a status on the project. The surveyor will be responsible for pinning the four corners of each section. The balance of the work necessary to prepare the area will be done in house. Once completed, there will be 150 + double depth graves available for use.

PP advised the commission to also survey Rosebay Avenue for potential single graves. PP informed the commission that Elena Proakis Ellis, City Engineer/Director of Public Works reviewed the plans for the cemetery water lines and determined that the line does not go through Rosebay Avenue.

Update on restoration of cemetery wall.

PP informed the commission that the work on the wall has been completed.

Items not reasonably anticipated by Chairman at time of posting.

Road Paving Project

DO suggested that the board reach out to Elena Proakis Ellis, City Engineer/Director of Public Works for an update on the roadway project.

A motion to adjourn at 9:10 a.m. was made by DO and seconded by DM.

All in favor.

