



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

September 17, 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 8:30 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 August 20, 2020 were reviewed. A motion to accept the minutes as read was made by DM and seconded by EH. All in favor.

Public Participation

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

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

Financial Report/Inventory

The financial report for mid-August 2020 thru mid-September 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 DO and seconded by DM. All in favor.

Old Business

Update on Vesper Avenue proposed grave site project.

PP informed the commission that the surveyor, David Terenzoni will begin his scope of work on Monday, September 21st.

DO inquired as whether there was a water source in the area of Vesper Avenue. PP informed the commission that there was not. PP suggested that the DPW could run a line and make water accessible to patrons who will ultimately purchase graves in that area.

Update on Rosebay Avenue proposed grave site project.

PP informed the commission that Rosebay Avenue area could accommodate approximately two hundred (200) single graves. He reiterated that the underground pipe in the area of Rosebay Avenue would not infringe upon the proposed new graves. There is a collapsed drain that would have to be repaired.

He explained that the test pits on Rosebay had a shallow depth to groundwater for double depth graves. PP advised the commission that it would not be an issue for the depth required for a single depth grave, which is four (4) feet.

Update on roadway paving project.

DO suggested delaying the roadway work until the necessary drain work is completed.

Items not reasonably anticipated by Chairman at time of posting.

The commission voted to refund Judith Riess the amount of \$750.00 for graves numbered 3 in Section “R” of the Wyoming Cemetery. The graves were purchased by Robert J. Plagenza on December 28, 1988.

A motion to approve a refund in the amount of \$750.00 was made by Eileen Hamblin and seconded by Douglas MacDonald.

All in favor.

EH raised the question as to whether the cemetery monitors the trees located within the cemetery grounds. In light of the recent wind storm, her concern are the dead and dying trees which may pose a hazard to the public and to the headstones and memorials of the cemetery. She asked if an inventory was ever taken of all trees, size and health in particular.

PP informed the commission that the care and maintenance of trees is performed in house. PP suggested the possibility of hiring an arborist to identify any diseased trees that may pose a hazard.

The commission agreed to schedule there next meeting on Thursday, October 15, 2020 at 8:30 a.m.

There was a brief discussion on the digitalization of the cemetery records. EH volunteered to contact Elena Proakis Ellis, Director of Public Works for an update.

A motion to adjourn at 9:05 a.m. was made by DO and seconded by DM.

All in favor.

