



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

October 15, 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)

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 September 17, 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 the balance of September 2020 thru early October 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 water access project.

This matter was tabled until next meeting.

DO suggested inviting Peter Pietrantonio, DPW Operations Manager to the next meeting for an update on this matter.

Update on Rosebay Avenue proposed grave site project.

Tabled until next meeting.

DO again suggested inviting Peter Pietrantonio, DPW Operations Manager to the next meeting for an update on this matter.

Update on cemetery digitization project.

There was a brief discussion on the digitalization of the cemetery records. EH spoke at length with Elena Proakis Ellis, Director of Public Works and will update commission at the next meeting.

Eagle Scout project to clean Veterans flat bronze and granite markers.

The commission voted to approve the Eagle Scout project of clearing the veterans bronze and granite foot markers in the Wyoming Cemetery presented by Thomas Fung. After conferring with the cemetery foreman it has been determined that the best time, if at all possible, would be late fall.

A motion was made by DM and seconded by DO to allow the project to proceed.

All were in favor.

Payment approval to Almquist Flowerland for cemetery baskets.

The commission voted to approve payment of the following:

AlmQuist Flowerland, Invoice No. 32947 totaling \$1,176.00

A motion was made by MG and seconded by DO to post payment for the above-mentioned invoice to the following account:

Account No. 8204 – The Cemetery Flowers Receipts Fund

All were in favor.

Items not reasonably anticipated by Chairman at time of posting.

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, November 19, 2020 at 8:30 a.m.

A motion to adjourn at 9:04 a.m. was made by DO and seconded by DM.

All in favor.

