



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 26, 2021, Cemetery Conference Room, 205 Sylvan Street, Melrose, MA 02176

Attendance:

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

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 EH. All in favor.

Review of Minutes

The minutes of the meeting of June 21, 2021 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 DO and seconded by EH. All in favor. No residents were in attendance.

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

Financial Report/Inventory

The financial report for June 2021 thru early August 2021 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.

AP gave an update of the inventory of grave space in the Knollwood section of the cemetery. AP informed the commission that two (2) double depth graves remain for the general public with the balance remaining reserved for “right of burial” owners.

Old Business

Update on Rosebay Avenue and Vesper Avenue proposed grave site project.

There was a lengthy discussion on the Rosebay and Vesper Avenue grave site project. It was agreed by all members that the area be prepared for use as soon as possible.

There was a brief discussion on the feasibility of using Vinca Avenue as a proposed site in the future.

Update on cemetery digitization project.

AP informed the commission that she participated in a zoom conference meeting with Elena Proakis Ellis, Director of Public Works, Jane Pitts, Planning/Development, GIS Analyst and Claus Goerges of CGIS Mapping, LLC on August 5, 2021. The purpose of the meeting was to review the next steps in the cemetery digitization process. EPE indicated that she would like to start the process of scanning and linking the new burial cards as burials occur, as well as populating the GIS database.

Update on how to curtail visitors from feeding of birds and other wildlife within the cemetery.

There was a brief discussion regarding this matter. DO informed the commission that Peter Pietrantonio was handling the matter.

Items not reasonably anticipated by Chairman at time of posting.

Rosebay Section Single Grave Section

DO suggested looking into the feasibility of repouring the foundations in the Rosebay, new single grave section of the cemetery.

Knollwood & Evergreen Garden Sections

There was a brief discussion on the placement of signs in the Knollwood and Evergreen Sections of the cemetery. DM also suggested reaching out to the DPW to repair/straighten signs damaged throughout the year.

Reserve grave/issue new deed for Helen Cargill/Section H, Grave 875B

The commission voted to reserve Grave 875B in Section H of the cemetery for Helen Cargill.

A motion was made by DO and seconded by DM to reserve the single grave numbered 875B in Section H of the cemetery for Helen Cargill.

All were in favor.

Resident would like to purchase cremation grave for non-resident relative.

The commission denied the request by a resident to purchase a cremation grave for a non-resident relative.

Veteran Casket Section

The commission discussed the order of burial in the veteran casket area of the cemetery. It was agreed that the first burial had to be the full earth (casket) burial of the veteran. If a spouse predeceases the veteran her/his cremated remains cannot be buried until her/his veteran spouse passes away. It was determined that this had been voted previously voted on at the Commission Meeting held on June 20, 2019

A motion to adjourn at 9:30 a.m. was made by DO and seconded by EH.

All in favor.

