



CITY OF MELROSE

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

Angela Pisacreta
Cemetery Administrator

Cemetery Office, 205 Sylvan Street
Melrose, Massachusetts 02176
Telephone - (781) 665-0405
Fax - (781) 665-6380
E-mail: apisacreta@cityofmelrose.org

Cemetery Commission Meeting Minutes

January 20, 2022, Cemetery Conference Room, 205 Sylvan Street, Melrose, MA 02176

Attendance:

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

Call to Order

The meeting was called to order at 3:10 p.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 November 18, 2021 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 DO and seconded by DM. 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 mid-November 2021 thru mid-January 2022 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.

Old Business

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

After a lengthy discussion it was decided to postpone the use of the proposed single depth section on Rosebay Avenue. DO suggested inviting Elena Proakis Ellis, Director of Public Works to the next meeting to confirm that there are no drainage issues in the area. It has been determined that the Vesper Avenue new proposed grave site is ready for use.

Update on cemetery digitization project.

This matter was tabled until the next meeting.

New Business

Payment approval for Woodlawn Memorials, Inc. for a granite marker for a tree planting in memory of G. Russell Runge.

AP informed the Commission that payment had already been made and asked that the item be removed from the agenda.

Items not reasonably anticipated by Chairman at time of posting.

There was a brief discussion on acquiring funds for paving of roads in dire need of repair, in particular those needed to access new proposed burial areas.

A single grave expansion in Section H of the cemetery was discussed.

The commission voted to allow the expansion for single graves “only” providing a two foot buffer is left between the existing graves in that particular row in Section H.

The motion was made by DO to allow the expansion for single graves in Section H and was seconded by DM.

All in favor.

There was a brief discussion on possibly retaining the services of an Arborist in the spring.

A motion to adjourn at 3:46 p.m. was made by DO and seconded by EH.

All in favor.