



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

June 30, 2022, Milano Senior Center, 201 West Foster Street, Melrose, MA 02176

Attendance:

Chairman Daniel O'Neill (DO)
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 January 20, 2022 were reviewed. A motion to accept the minutes as read was made by DO 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 late January 2022 thru the end of June 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 EH. All in favor.

AP gave an update of the grave space available in the Knollwood Section of the cemetery. It was been determined that the majority of the grave space remaining, must be reserved for “right of burial” lottery precipitants, not including the “2016” lottery.

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, definitely, that there are no drainage issues in the area. All members present agreed that the Vesper Avenue proposed new grave site area should now be utilized for Melrose residents on an as needed basis.

Update on cemetery digitization project.

This matter was tabled until the next meeting. No new information is available.

Update on Road Paving Project.

DO suggested reaching out to the Cemetery Foreman to help decide which roadways would be utilized to best access the “new” Vesper Avenue Section of the cemetery. The purpose of this exercise would be to determine which of these roadways would be in most need of repair.

New Business

Election of the Cemetery Commission Chairperson

A motion was made by EH to appoint Daniel O’Neill chairperson of the Cemetery Commission.

All in favor

Discuss the purchase of cemetery equipment i.e., a lowering device and casket carrier.

DO informed the commission that the funds for the lowering device and casket carrier have been allocated.

Research the feasibility of the placement of a temporary handicap ramp at the Cemetery Administration Building.

The topic was tabled.

Items not reasonably anticipated by Chairman at time of posting.

The Commission voted to approve buying back a cremation grave located in Section H, Upright Cremation, Grave X in the Wyoming Cemetery owned by Francis E. Kelliher. Ms. Kelliher would be entitled to a refund in the amount of \$1,800.00.

The motion to approve purchasing back the grave in the amount of \$1,800.00 was made by DO and seconded by EH. All in favor.

There was a brief discussion on increasing the cost for participating in the Memorial Bench and Tree Planting Programs. AP informed the commission that she would get quotes for both the benches and granite tree markers from local monument companies

There was a brief discussion on whether to remove the small American flags for the individual grave sites after Veteran's Day, prior to winter conditions setting in. AP will survey area cemeteries to see what their policies are regarding the subject. DO also suggested contracting the Veterans Agent for her input.

A motion to adjourn at 9:52 a.m. was made by DO and seconded by EH.

All in favor.

