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

CITY OF MELROSE

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Cemetery Commission Meeting Minutes

March 15, 2023

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 8:33 a.m. A motion to call the meeting to order was made by DO and seconded by EH. All in favor.

A motion was made by DO to amend the proposed agenda. It was seconded by EH. All in favor.

Election of Chairperson and Vice-Chairperson

The election of chairperson and vice-chairperson was held in compliance with the Open Meeting Law.

The floor was opened for nominations. Eileen Hamblin nominated Daniel O'Neill for chairperson. DO accepted the chairmanship for the term ending March of 2024. Daniel O'Neill nominated Eileen Hamblin for vice-chairperson. EH accepted the vice-chairmanship for the term ending March of 2024. A motion was made by DO to close the meeting for nominations. EH seconded the motion. All in favor.

Review of Minutes

The minutes of the meeting of February 21, 2023 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 EH and seconded by DO. All in favor. No residents were in attendance.

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

Financial Report/Inventory

The financial report for mid-February thru early March 2023 compiled by Angela Pisacreta was reviewed. A motion to accept the report was made by DO and seconded by EH. All in favor.

AP also provided the commission a report of cemetery account balances provided by the Auditor's office for their review.

Old Business

Update on cemetery digitization project.

AP informed the commission that Jane Pitts, Accounting Manager/GIS Analyst, OPCD has been to the office periodically to work on the mapping portion of the digitization project.

Update on ADA Compliance Grant.

This matter was tabled for discussion at the commission meeting.

Update on clean-up and/or maintenance of the Mary Livermore mausoleum.

The commission has decided not to move forward with the restoration of the Livermore mausoleum until further research is complete to determine if there are any living heirs to the Livermore site. EH will reach out the Florence Lee, the lead person of the group, planning to help with the project.

Items not reasonably anticipated by Chairman at time of posting.

Tree Planting

There was a brief discussion regarding choice of trees to be planted in the cemetery. It was suggested that resident arborist, once hired, choose the species best suited for the cemetery.

Paving

DO informed the commission that the DPW is on schedule to pave the area surrounding "new" Vesper Avenue grave section.

A motion to adjourn at 10:40 a.m. was made by DO and seconded by SC.

All in favor.