



DEPARTMENT OF PUBLIC WORKS

ADMINISTRATION & ENGINEERING—WATER—SEWER—FACILITIES

Denise A. Slane

Cemetery Administrator

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Cemetery Commission Meeting Minutes

October 19, 2023 8:45 A.M.

Melrose City Hall, Cassidy Room Conference Room, 562 Main Street, Melrose, MA 02176

Attendance:

Chairman, Daniel O'Neill (DO)

Cemetery Administrator, Denise Slane (DS)

Commissioner, Eileen Hamblin (EH)

DPW Deputy Directory, Jim Troup (JT)

Commissioner, Susan Cann (SC)

Call to Order

The meeting was called to order at 8:45 a.m. A motion to call the meeting to order was made by DO and was seconded by SC. All in favor.

Review of Minutes

The minutes of the meeting of September 21, 2023 were reviewed. A motion to accept the minutes as read was made by SC and seconded by EH. All in favor.

Public Comment

A motion to open the meeting for public comment was made by SC and seconded by EH. All in favor. Floor opened at 8:45.

There were no residents in attendance.

A motion to close the meeting for public comment was made by SC and seconded by EH. All in favor. Floor closed at 8:46.

Old Business Item - Paving

DO made a motion to move up this agenda item for discussion, all in favor. JT discussed the paving of the roadways and reviewed the prioritized areas on a cemetery map. He will also have the Cemetery Foreman work with D&R paving on the filling of potholes.

Financial Report

The financial report for September 2023 prepared by Denise Slane was reviewed. A motion to accept the report was made by EH and seconded by SC. All in favor.

New Business

A letter was presented to the Commission from former Melrose resident that does not meet the resident requirements to purchase a grave, requesting that an exception be made. While the Commission is sympathetic to the request, it was discussed that they must uphold the Rules and Regulations.

Motion: Made by EH to deny the request for the former resident that does not meet the requirements.

Motion Second: By SC and again stating that the Commission must uphold the rules.

Further Discussion: It was discussed that the requestor would be notified by letter of the ruling and that in the letter the option to be interred with another family member already interred here would be an option for them.

Vote: To uphold the rules and regulations on resident requirements for grave purchase.

PASSED: 3-0-0

Old Business

Discussion of Grave Sales 90% / Perpetual Care (P/C) 10%

DO is waiting for information on this from Legal. This will be discussed further at a future meeting.

Items not reasonably anticipated by Chairman at time of posting.

None

EH made a motion to adjourn, SC second the motion. The meeting was adjourned at 9:20 a.m. All in favor.