

MINUTES
CEMETERY BOARD OF TRUSTEES
MEETING OF THURSDAY, MARCH 28, 2013

The Cemetery Board of Trustees held its meeting at 2:03 p.m. on Thursday, March 28, 2013 in the GAR Room of City Hall, 45 School Street, Brockton, MA. There being a proper quorum, the meeting was called to order by Chairperson Mayor Linda Balzotti with Mr. Armond Colombo, Mr. Frank Gurley, Ms. Anne McCormack, and Acting Superintendent Timothy Carpenter present.

A motion was made by Mr. Columbo and seconded by Ms. McCormack to accept the minutes of the February 14th, 2013 meeting as written. Motion carried.

A discussion was held concerning the current and proposed fees schedule. Superintendent Carpenter suggested the following increases:

Single lot grave fee from \$810.00 to \$1,010.00
Double lot grave fee from \$1,610.00 to \$2,010.00
Triple lot grave from \$2,410.00 to \$3,010.00

Grave Opening: Monday to Friday – From \$900.00 to \$1,000.00
 Saturdays – From \$1,100.00 to \$1,200.00

Grave Liner: From \$400.00 to \$475.00

Baby Graves and Openings are to stay the same with no additional increase.

Cremation: Monday to Friday – From \$250.00 to \$300.00
 Saturdays – From \$550.00 to \$600.00

Veterans Opening and Liners are to stay the same with no additional increase.

Mr. Carpenter discussed procedures pertaining to the use of the City's tomb, a winter charge similar to Calvary Cemetery, the approximately 225 burials serviced on an annual basis at Melrose Cemetery and the Cemetery's Revolving Fund.

Mayor Balzotti suggested the establishment of a Winter Charge be introduced from December 15th to March 15th as follows:

Monday to Friday - \$125.00
Saturday - \$175.00

A motion was made by Ms. McCormack to recommend the changes in the fee structure with no winter charge at this time. Mr. Gurley seconded the motion and the motion carried.

A discussion was held concerning the Review of the Rules of Cemeteries. Mr. Carpenter explained that the year 2000 is when the Rules were updated and that a booklet goes out with the Deed to the Lot Owner. Mr. Carpenter suggested that the booklet be made available in different languages, but it will increase the cost of printing of such booklets.

A motion was made by Ms. McCormack to recommend the new booklets be printed in Spanish, Portuguese, French Creole' and English. Mr. Gurley seconded the motion and the motion carried.

A discussion was held pertaining to the reinforcement of such Rules. Current issues that were discussed was Cemetery employees being threaten with bodily injury; people conjugating after burials, unlawful activity and ornamentation of graves especially in the single grave section. Mr. Carpenter reported that during Spring Cleaning there are approximately 400 Single Lots and approximately 90 percent is currently not abiding by the rules.

A discussion was held pertaining to Single Lot Section. Mr. Carpenter reported that Calvary only does flat markers on Single Lot Graves for ease of maintenance. He stated that it will help with the current issues that have plagued the other single sections of Melrose.

A motion was made by Ms. McCormack to allow only flat markers for the newly created single lot section of Melrose also known as Single Section "F". Mr. Gurley seconded the motion and the motion carried.

A discussion was held concerning *PERPETUAL CARE* Page 3 – 2nd Paragraph of the *Rules and Regulations*. Mayor Balzotti suggested that "or child" should be added to the paragraph.

A motion was made by Ms. McCormack to add "or child" to the Rules and Regulations of Melrose Cemetery, Perpetual Care Section located Page 3, 2nd Paragraph. Mr. Gurley seconded the motion and the motion carried.

Mr. Carpenter reported that there are two possible locations for the expansion for Melrose Cemetery and will choose a location based on a cost and use analysis performed by CDM Smith.

Having no further business, a motion was made by Mr. Gurley and seconded by Ms. McCormack to adjourn the meeting at 3:15 PM.

Respectfully submitted,

Timothy W. Carpenter
Acting Superintendent of Cemeteries