

Cemetery Commission Meeting

Tuesday, May 14, 2019 @ 4:00PM

-Minutes-

Meeting called to order at 4:02 PM

Roll Call:	Chairman Gerard P. Largay	Present
	Vice Chairman Dennis Mercier	Present
	Member John Bond	Present
	Member Bernard Cassidy	Present
	Member Paul Francoeur	Present

	Superintendent Shannon Cohan	Present
	Recording Secretary Jade L. Bernis	Present

Guests: Bill Wilson, Watertown Engineering

Presentation

1. Columbarium presentation by Watertown Engineering
 - Bill Wilson made a presentation to the commission on their columbariums. He gave the commission a packet of information with some pictures of his company's work and the different options that are available. His work is available for us to view at St. Patrick's, Calvary in Waltham, St. Joseph's, Lakeside Cemetery Wakefield, Walnut Grove (Hill) in Danvers and Pine Hill in Dover. An imported unit is approximately \$11,400.00 for 24 niches. A domestic unit is approximately \$12 - \$13,000. A back to back unit (48 niches) with everything included would be approximately \$30,000.00. We are looking to put at least one unit near the Veteran's memorial in Westlawn I and possibly another unit in the pavilion in Section 3 in Westlawn I. We would want to include pathways to the unit. Lettering would be uniform. Bill will send us a mockup of possible options.

Old Business

- A) Review/accept minutes from the Cemetery Commission Meeting held on Tuesday, April 9, 2019
 - Motion made by Chairman Gerard Largay seconded by Member John Bond to "accept the minutes from the Cemetery Commission meeting held on Tuesday, April 9th as presented".

So voted 5 – 0 – 0 absent
- B) Review/discuss motion made by Member Bernard Cassidy – seconded by Chairman Gerard Largay to "transfer \$15,000.00 from the Cemetery Sale of Lots account to various Cemetery appropriations".

Unfinished Businesses

- A) Discuss Chapel renovation/heating issues (Unit being purchased June 2018) – **No update**
- B) Letters to the Law Department re overdue Funeral Billing and bounced check (Waiting for a response from the Law Department) (Change forms of payment) – **No update**
- C) Garage repairs (DPW to address) – **No update**
- D) Section 8 roadway – **To be addressed in upcoming weeks**
- E) School Street wall damage – **No update**
- F) Section 8 flooding (Kevin to investigate) – **Contractor will be fixing 5/14/2019**
- G) Boston Road flooding issues – **No update**
- H) Pony Wall to cover loam in storage area of Westlawn I – **Reviewing options**

- I) Trimming of trees in Westlawn II – **Part of Summer Hazardous Tree project**
- J) Gates and paving for new entrances in Westlawn I & II – **Delucca to complete by 6/30/2019**
- K) Funeral Chairs – **On order**

New Business

- 1) Review Turn in Sheets
 - Reviewed/placed on file
- 2) Review/discuss Auditors reports/monthly billing for various Funeral Homes for services rendered (Fay McCabe and Laurin still with overdue billing)
 - Reviewed/placed on file
- 3) Review/discuss Stat Sheet
 - Reviewed/placed on file
- 4) Review/discuss Turn In/Burial and Sale of Lot sheet
 - Reviewed/placed on file
- 5) Review/discuss Retired Flag Drop Box possibility
 - Trying to find an old mailbox for this project – no luck yet
- 6) Review/discuss possible clean up strategies of non-conforming lots (letters, ad in Lowell Sun, posting on website, letters left at lot, etc.)
 - Will keep working on this issue – will have to come up with a way to alert everyone to the issue for a possible Fall clean up
- 7) Review/discuss opening of Section 53 – four (4) grave lot in Westlawn II
 - Reviewed/placed on file
- 8) Review/discuss Memorial Day (Ad, flags, preparations, etc.)
 - Reviewed/placed on file
- 9) Recommendations/concerns/other
 - Billerica House of Correction painting Cemetery fences – try to contact again

Adjournment

**Next meeting to be held Tuesday, June 11, 2019 in the
Edson Cemetery Office, 1375 Gorham Street, Lowell, MA 01852**