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**Meeting Minutes of the
Town of Belmont, Board of Cemetery Commissioners**

April 18, 2019 7:30 AM
Belmont Town Hall – 455 Concord Avenue
Room 1 – Ground Floor

Members Present: William Chemelli, Alexander Corbett III, Ellen O'Brien Cushman (chair)

Others Present: Jay Marcotte (DPW Director), Michael Santoro (DPW Assistant Director), Patrice Garvin (Town Administrator)

The meeting convened at 7:31 AM

- Jay Marcotte and Mike Santoro provided background on the need to replace the backhoe for Cemetery Division use. The existing backhoe is old, and obtaining parts and adequate maintenance is very difficult. Sometimes parts must be crafted and the DPW believes it is now not really safe to continue to use it. The backhoe is used at Belmont Cemetery and Highland Meadow and the requirements of digging deep at both cemeteries and keeping the staff safe is currently a challenge.

The DPW has been transitioning to all John Deere equipment when replacement is warranted. They will purchase a John Deere for this use, best equipment at the best price by using the State Bid list vendor, Schmidt. The purchase will include extended warranty and training.

Patrice recommended using the Interest from the Perpetual Care Fund to pay for the cemetery backhoe.

- Ellen reminded the Board that at the end of Annual Town Meeting, a transfer motion was customarily made to move the Interest from the Perpetual Care Fund to the General Fund to offset the cost of Cemetery Maintenance. When the new Town Counsel came about 7 years ago, he said that this transfer was no longer required so it hasn't been happening. The Town Accountant apparently has not transferred at the end of the fiscal year, leading to a building balance in the Interest account. The current balance per the Town Administrator is \$281,503.68. Ellen will speak with the Town Counsel and Accountant about future years.
- On a motion by Alex Corbett to provide Town Meeting and the Capital Budget Committee with an approval by the Board of Cemetery Commissioners to fund the \$120,000 using the Interest from Perpetual Care Fund as the source of funding. The Board voted unanimously to approve the motion. The proposal will be turned into a motion for Town Meeting under the Capital Budget.

- The Board then discussed the potential of including irrigation for the Highland Meadow Cemetery planting beds as a capital budget item. Mike said that Belmont Landscape does all of the Town deltas. Former Cemetery superintendent Joe Urciuolo had obtained a quote from IMS, Irrigation Management Services but for the entire cemetery. A more recent quote Frank had obtained from Belmont Landscape for \$4460 to provide 25 rotor heads on timers and \$160 per additional head. Ellen said we would require solar power. Ellen asked if a Water truck is available to provide sufficient water to new interments and the during times of drought to the planting beds; Mike said yes, the Town DPW has such a water truck. Frank will coordinate this. As a result, the Board voted unanimously (3-0) on the motion against pursuing irrigation for the planting beds at this time.
- Alex asked about the backflow water box that we were told was "required" by the Water Department up at Highland Meadow. It's been a few years and it doesn't appear any work was done. Frank and Mike will report with an update.
- Ellen mentioned an inquiry by some lot owners about the standing water that appears to be pooling on the roadway near the wall at the conservation land/bottom of the hill. The Board asked the DPW to have the Fay Spofford and Thorndike study from about 2008 updated. Mike will talk to Glenn Clancy who organized that study for the Town; it's possible that FST was acquired by another company.
- Frank said that he had an inquiry about whether more than one marker could be allowed for a single lot. The Board reaffirmed that the one lot, one headstone requirement stands, with the exception of an added government Veteran's marker.
- Some Belmont Veterans have inquired why there is not a flag pole at Highland Meadow Cemetery and if one could be installed. Angelo Firenze has contacted a few of the Board members with the question. There is no provision for any vertical structures or a flagpole at Highland Meadow in the original McLean agreements (MOA) and there is not a separate Veteran's area there yet. There are two designated Veteran areas at Belmont Cemetery, both with flag poles.
- The Board voted unanimously to approve minutes of October 2, 2016, February 15, 2018.
- Alex and Ellen congratulated Bill Chemelli on his re-election to the Cemetery Commission earlier this month. To conduct its organizational meeting, on a motion by Alex Corbett to elect Ellen O'Brien Cushman Chair, Bill Chemelli Vice Chair and Alex Corbett Clerk , the Board voted to unanimously approve the motion.

Meeting adjourned 9:10 AM

Respectfully Submitted,

Ellen O'Brien Cushman

Chair



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Friday, April 05, 2019

Prepared for

TOWN OF BELMONT, DPW (# 9756)
MICHAEL SANTORO
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Quote # 17986 Prepared by

Dale Ouwinga
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Machine Specifications

2019 JOHN DEERE 310L Stock #: Serial #: Factory Hours:

Purchase Price \$112,000

310L BACKHOE LOADER

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Whelen Strobes

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Cash or Financed Amount	\$112,000.00

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