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DATE: October 29, 2021

TIME: 11:20 AM

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Belmont Board of Cemetery Commissioners Meeting Minutes

August 31, 2021

I. Call to order

Chairman Ellen O'Brien Cushman called to order the scheduled and posted BOCC meeting,
at 11:01AM, via Zoom.

II. Roll call

Alex Corbett, Clerk, conducted a roll call. The following persons were present:

Members: O'Brien Cushman, Bill Chemelli and Alex Corbett.

Also attending: Jay Marcotte (DPW), Dave Petto (IT)

III. Approval of Minutes

2017-5-2 Unanimous approval: Ellen- Yes, Bill- YES and Alex- YES

2017-5-19 Unanimous approval: Ellen- Yes, Bill- YES and Alex- YES

2017-5-31 Unanimous approval: Ellen- Yes, Bill- YES and Alex- YES

2017-8-10 Unanimous approval: Ellen- Yes, Bill- YES and Alex- YES

2021-7-23 Unanimous approval: Ellen- Yes, Bill- YES and Alex- YES

IV. Open issues

a) Cemetery data transition to PeopleGIS "WebCemetery" application

Four changes to our specific request

1. Work order system- DPW indicated that this is not needed and therefore will NOT be included in the proposal
2. Data sort for Veterans – YES, included
3. Addition of photos of headstones or possibly, decedents- YES, included
4. Boxes differentiating burial locations within a specific lot- YES, included

Vote to authorize the 8-24-2021 presented bid for \$15,000, for the creation of our new PeopleGIS "WebCemetery" application and the \$4,000 yearly maintenance fee. The 15K will be paid from



The Cemetery Perpetual Care- Interest Fund and the \$4000, yearly maintenance will be added to the Cemetery's yearly operating budget

Unanimous approval: Ellen- Yes, Bill- YES and Alex- YES 3-0-0

Data entry, when that point in the process is reached, was discussed. We will be looking into local vendors to perform that work, after the Town Clerks office does some testing and reviews entry procedure, to create a written protocol.

b) Data and phone service to the Grove Street Cemetery Office

Office data and phone connection by Verizon looked possible... but...Verizon Engineering says it CAN connect and the Construction Department says NO.

We are going back to Comcast and the fee of (\$7400) to connect the office. Dave Petto is moving forward and may be with Comcast, our only option. As soon as possible.

c) New Cemetery Signage - HMC and possibly at Belmont Cemetery

New signage discussion continued with layout and wording discussed. Icons (Mt. Auburns signs) vs wording was also discussed. NO DOGS was the most important icon discussed.

Alex is going to reach out to the firm Mt. Auburn uses and has used, for a design proof for further discussion. He has been in contact with the MAH facilities director, who has been extremely helpful.

“Please be respectful of our Town cemetery;” Natural plant material only;” Visitors to graves may park on roadway surfaces only”; “subject to enforcement by Belmont Police Department” Were discussed as potential wording on the entrance sign, to be placed straight in from Concord Avenue, adjacent to the boulder with the rule's plaque.

V. New business

a) Belmont Day School entrance roadway and its planting buffer with the HMC

Lauren Meier indicated in 2019 that the buffer was inadequately planted and not to the Planning Board's approved plan. There have been complaints about its inadequate screening of the gravesites in proximity to the Day School roadway.



We would like to ask Lauren to do a reassessment and follow up with the Planning Board and the enforcement arm, Community Development Department, if the plantings are not consistent with the approved plan. The overworked, Office of Community Development is OUR ONLY avenue of enforcing the plantings to approved plan.

The Day School says they are keeping up with the plan and replacing plantings that do not survive.

VI. Adjournment

Chairman Ellen O'Brien Cushman adjourned the meeting at 12:35 PM.

Minutes submitted by: Alexander E. Corbett, III