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

2019 AUG 16 AM 11:14

February 15, 2018 7:45 AM

Belmont Town Hall – 455 Concord Avenue
Room 1 – Ground Floor

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

Members Absent: Alexander Corbett III

Others Present: Jay Marcotte (DPW Director), Michael Santoro (DPW Assistant Director),

The meeting convened at 7:45 AM, Mr. Marcotte and Mr. Santoro joined the meeting at 7:55 AM

- A discussion and update of the operational issues discussed in January continued. The DPW has sent an employee to the Cemetery to staff the office 8 – 11 AM daily because the part-time staff administrative assistant is on vacation through February. The DPW has asked Ellen to participate in the interviews to replace the part-time admin with a full time administrative assistant (shared with the Recreation Department, 50/50)
- Ellen and Bill asked Mike and Jay to provide the criteria utilized by the Cemetery Division of the DPW when deciding to close Highland Meadow Cemetery to interments. Highland Meadow was again closed and the Commission needs to understand the process to make the decision and inform people. Ellen and Bill are dismayed that the decision to close Highland Meadow will be made when Belmont Cemetery remains open. This will be a continuing topic of conversation.

Belmont Day School project – Ellen updated the meeting on the progress of construction at Belmont Day School, particularly her ongoing efforts working with Belmont Light to have underground electric service from Concord Avenue instead of an above ground pole at the corner of the driveway and the Highland Meadow Cemetery wall. Ellen has written to Belmont Light and spoken with Town Counsel several times about this issue. Bill and Ellen, and Alex in prior meetings, feel strongly that a light pole should not be placed in the proposed location because it will harm the interests of both the residential neighbors and the cemetery. All the poles on Concord Avenue are on the opposite side of the street, in fact when Highland Meadow Cemetery construction was beginning in 2005, we worked with Belmont Light to move the one pole that was on the cemetery side across the street to the corner of Somerset at the Hill Club. Mike Santoro informed the Board that the Day School had requested that Concord Avenue be closed soon for them to tie into the storm drain system. The Town doesn't issue street opening permits for winter except for emergencies; the plan is now to close Concord Avenue for April school vacation when traffic will be greatly reduced, and the DPW can have National Grid not working/closing Clifton and Prospect Street so that the detour can flow properly for folks prohibited from

driving down Concord Ave. Plans are progressing. Ellen said that since the Day School is already excavating into Concord Avenue (joining to the manhole) , they could create the trench (2 ft deep) for electrical conduit service at the same time with the same heavy equipment. They would then only need to dig the trench for the conduit for the remaining half of the road to the pole on the other side of Concord Avenue. This is an aesthetic issue – the Day School itself will be running a conduit to feed its new above ground light poles for an aesthetic issue; why should the neighbors and the cemetery families not have the same privilege. The Town spent many years developing the cemetery plan and the walls are the only identifying hardscape feature we invested in.

In addition, Ellen reported that she heard from one of the direct abutters who talked with the workers on the construction crew working at the Day School. He reported that they are still doing work to prepare for the installation of a light pole at the corner of the Highland Meadow Cemetery corner wall on Concord Avenue.

The Board unanimously reaffirmed our position that the installation of a light pole at this location is unacceptable.

Ellen is directed to write to Belmont Light informing them of our position on this matter, also asking that Belmont Light pass along to the Day School and Shawmut our requirement for a conduit instead of the light pole. We understand that the conduit under Concord Avenue can accomplish the same purpose and we endorse that plan.

- Mike Santoro told the Board that he would be following up with the labor rates within a few days to contribute to a future service price discussion, which will be a late spring activity.
- Mike Santoro and Jay Marcotte left the meeting at 9 AM
- The Board voted to accept the minutes of December 11, 2017 and January 19, 2018

Meeting adjourned 9:05 AM

Respectfully Submitted,

Ellen O'Brien Cushman
Chair