

BOARD OF CEMETERY COMMISSIONERS AND
HIGHLAND MEADOW CEMETERY BUILDING COMMITTEE

BOCC/HMCBC MINUTES – AUGUST 15, 2012 MEETING

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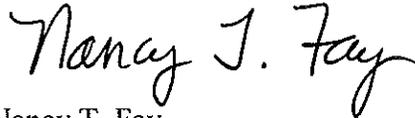
The luncheon meeting began at 11:30 A.M. Alexander E. Corbett, III provided the lunch for the meeting. The meeting was called to order at 12:05. Present: Alexander E. Corbett, III, Ellen O'Brien Cushman (arriving at 12:05), Charles R. Laverty, III (leaving at 1:00), Peter J. Castanino, Joseph M. Urciuolo and Nancy T. Fay.

- The bill from Halvorson Design Partnership in the amount of \$2,189.33 was approved.
- Flags at Highland Meadow Cemetery were discussed. The staff felt that it was now more difficult to maintain that cemetery because of all the assortment of flower pots, memorial displays and flags that had to be removed prior to cutting. The suggestion that flags only be allowed for Memorial Day and Veterans Day was not agreed to by the Commissioners. American flags (36" in height) may remain all year, but without flag holders. After much discussion, what is and is not allowed on the individual graves will be detailed in a letter to all lot owners in the near future.
- The letter to lot owners will include what size pots (8" maximum - bottom diameter) are allowed during the growing season. The size of natural wreaths (12" in diameter) and/or natural evergreens in baskets that may be placed at the graves for the holiday season between December 1 and March 15. All wreaths not removed by March 15 will be removed by cemetery staff. The letter will also suggest where owners purchase wreath holders (30" tall) if they so choose. One local place is Jacobson's Floral Supply in Boston and the current cost for the 30" wreath stands is \$2.69.
- No ornamentations are allowed on the graves, only the approved 8" maximum pots placed on the individuals' own grave.
- Saturday Overtime charges were discussed for cremation burials. Since only one person is normally required for 3 hours (set up, burial and clean up), that overtime charge will be set at \$300 instead of the \$500.
- Ceremonial Burials (also known as mock funerals) were discussed. Four personnel are tied up for these ceremonial burials for two or more hours. The charge for such time and service was voted and set at \$200. Ceremonial Burials will only be allowed for persons who will eventually be buried in one of the two Belmont Cemeteries. No Ceremonial Burials will be allowed on Saturdays.
- Some residents wish to donate a bench or benches in memory of Donald Jenkins and Walter Donald Ray. The bench may be placed wherever the cemetery feels it is appropriate. After much discussion about the type of bench allowed at Grove Street only, not at Highland Meadow Cemetery, it was voted to allow wrought iron benches with wood slats only, to avoid maintenance work. A motion was made and seconded to accept this donation of a bench with the stipulation it be a wrought iron bench with wood slats.
- Perpetual Care Funds and Sale of Lot Funds were discussed. Only Perpetual Care interest funds can be used to offset the Budget for operations of the cemetery. Sale of Lot Funds are under the authority of the Cemetery Commissioners and

may be used for planning for the next phase of expansion and for capital improvements. The possibility of using some of those funds to provide an irrigation system at Highland Meadow Cemetery will be pursued.

- Minutes of the January 12, 2012 Meeting were approved as submitted.
- Town Treasurer Floyd Carmen will be asked to attend a meeting early in the fall to discuss perpetual care, sale of lots and construction.
- The meeting was adjourned at 1:15.

Respectfully submitted,

A handwritten signature in cursive script that reads "Nancy T. Fay". The signature is written in black ink and is positioned above the printed name and title.

Nancy T. Fay
Secretary Pro Tem