

MEETING AGENDA
Board of Cemetery Commissioners
Monday, April 27, 2020
2:00PM
Remote Meeting

RECEIVED
TOWN CLERK
BELMONT, MA

DATE: April 23, 2020

TIME: 12:55 PM

In keeping with Governor Baker's Executive Order of March 12, 2020;
"Order Suspending Certain Provisions of the Open Meeting Law" –
All Participation by Committee and Town Residents will be by Remote Access
If the audio becomes unavailable, the meeting will be paused until it can be restored, or the
meeting will end.

To listen to the meeting online:

By computer or smartphone, go to:

<https://zoom.us/j/91290598153?pwd=eGdzY3I4TVpuR21CczA3VEtOalpOUT09>

- Enter Password **006314**, if necessary
- Follow on-screen instructions
- Enter your Full Name under participant (only those with a name entered will be allowed to comment if desired)

By telephone:

- **1-929-205-6099**
- When prompted, enter Meeting ID: **912 9059 8153#**
- If prompted, enter **#**
- When prompted, enter password: **006314 #**
- Follow any additional prompts.

To Provide Resident Comments:

If you wish to provide comments when prompted by the Chair (related to the specific agenda) here is what you do:

- By Computer or Smartphone – once logged in you will be able to raise your hand(accessed in the participant box)
- By telephone press *9
- When the host is ready for you, you will be called on by the last digits of your phone number or name (when prompted always start by presenting your full name)
- Comments will be limited by the Chair, shall be concise, and shall not repeat previous comments or questions presented by others before you
- Chair is not obligated to recognize all comments and may end comment period prior to your comment being heard

Agenda:

- Using funding from Perpetual Care Interest Account that is restricted to use only for cemetery purposes, and based upon prior vote, review and vote on the specifics to authorize Mike Santoro of DPW to request quotes from 3 or 4 companies to:

- renovate the two circular landscape beds at Highland Meadow Cemetery with shrubs and perennials suitable for the site. Plant materials per the original Highland Meadow planting and landscape plant list.
 - Perform pruning and clean-up of the landscape border for Highland Meadow Cemetery that runs from the entrance gate to the corner at the Day School driveway
 - Optional work: install dwarf shrubs to restore the hedge at Belmont Cemetery Veterans' area at the back of the cemetery, two options: one side of walkway and both sides of walkway
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- Update on Stantec project at Highland Meadow undertaken in FY20
 - Financial Review of Dedicated Cemetery Accounts
 - Review Overtime budget prepared by DPW for FY20 and FY21, both revenue and expense. Consider the Saturday overtime fee charged for Saturday funeral services and short notice funerals, possible vote to change that fee effective FY21.
 - Consideration and vote on request by Town Administrator to transfer \$25,000 from Cemetery Perpetual Care Interest Account to General Fund to help defray cost of Cemetery Maintenance for Perpetual Care activities.
 - Minutes of 2019 meetings