

4/15/2010

Bellingham Cemetery Committee

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Sextons

Meeting Minutes

December 17, 2009 @ the DPW

Members:

James Haughey (JH)	- Chairman
Francis Cartier (FC)	- Vice-Chairman
William Spear (BS)	- Member

Attendee:

Donald F. DiMartino (DD) - DPW Director (Ex. Sec. to Cem Com)

JH called the meeting to order at 2:00 PM.

On a FC motion, seconded by BS and by unanimous vote, the minutes of the October 28th 2009 meeting were accepted.

JH read the public hearing notice regarding establishing disinterment fees and regulations.

The suggested fee for casket vault disinterment of \$1,000 was posted in the notice. FC stated that he felt the fee was on the low side, but fair and reasonable from his experience with other cemeteries.

After a brief discussion, FC made a motion seconded by BS and voted unanimously, to set the fee for casket vault disinterment at \$1,000, and that disinterment shall only be scheduled between 8:00 AM and 2:00 PM Monday through Friday.

The disinterment of urns was briefly discussed.

BS made a motion, seconded by FC and voted unanimously, to set the fee for urn disinterment (regardless of buried or in a niche) at \$50.

Discussion moved to the proposed gravestone rehabilitation project. Pictures JH had taken at Scott and Center Cemetery were reviewed as well as the draft specifications received from Jay Rowe. JH indicated that he would like to take pictures at the North Cemetery and had some minor changes to suggest on the specifications. He suggested that the preparation of the request for bids or proposal be tabled until the first spring meeting so he could build a complete picture record of stones in need of repair.

FC reminded the committee that the idea of stone rehab was driven by an individual most concerned with the North Cemetery. All agreed to table discussion until spring.

JH noted that he estimated the potential cost without going into a detailed break down is in the \$15,000 to \$18,000 range. This assumes that resetting cost \$150 and cleaning cost \$150 per stone. He noted that many stones are too far gone to consider repairing and that the first phase of our project would be

the simplest repairs, the resetting of stones that are fully intact. Crack or broken stone repairs would be much more costly.

DD noted that we have nearly \$5,000 available from a previous appropriation to go towards any work at North Cemetery, along with the recent \$10,000 appropriation and an ability to utilize funds from the annual budget.

BS noted that the stones at the Depot St Cemetery were in very bad condition and tree roots have moved some of the stones.

All agreed to table the gravestone rehab project discussion until spring.

The Committee reviewed the status of cemetery related accounts and the 2009 Parks Department cemetery mowing cost summary prepared by DD.

All noted how great the engraving looks at the crypt at Center Cemetery recently completed by Ackerman Monument. JH noted that the engraving in concert with the new trees planted by the Parks Department should create a very nice scene.

DD reported that the work on the renewed water service and roadway improvements at Center Cemetery was effectively on hold, pending the Mass DOT formerly MHD work on Mechanic Street. The urgency of the work at this cemetery has been lessened as the State has done a band-aid fix rather than full reconstruction. DD has no idea when Mass DOT will revisit the drainage and roadway improvements on this section of Mechanic Street.

DD reported on gravesite and niche sales and activities:

- Ray Fenoff Jr. was disinterred on December 4th with FC processing all paperwork and DPW staff having no problems with uncovering the vault for removal by others.
- Linda Tagliferri had purchased the last of the top row front niches for her mother Jean Gately whose urn was also placed on December 4th. This is the first urn to be placed in columbarium.
- Niches have been purchased by members of the Paulhus family on the front of the columbarium the third row first and second column. Two remain in the fourth row and reserved for the Paulhus family until December 31, 2009 per previous Committee vote.
- DD had not heard back from the Ross family (formerly of Yvonne Road Bellingham and now of S. Carolina) who had been sent a reply suggesting that a special allowance for three urns in one niche may be made for them on the back side of the columbarium.

Under new business, DD noted that Denis Fraine had been contacted by Linda Varney and Ms. Varney expressed an interest in giving the Depot St Cemetery to the Town. DD noted receipt of three proposals from professional land surveyors needed to prepare the 81-P plan for submittal to the Planning Board clearing the way for the gift. There was a very brief discussion as all felt it best for the Town to take over ownership of this very old cemetery.

On a FC motion, seconded by BS, it was unanimously voted to hire Land Planning to prepare the plan for the proposal price of \$1,900.

FC suggested that at the spring meeting, discussion be initiated for the second columbarium at Scott Cemetery as niche sales in the first has been going well.

JH suggested the following meeting schedule for calendar year 2010.

Thursday, April 15, 2010 at 2:00 PM

Thursday, July 22, 2010 at 2:00 PM

Thursday, October 28, 2010 at 2:00 PM

Thursday, December 16, 2010 at 2:00 PM

BS noted that December meetings are always tough for him as it is his busiest time of year but otherwise all agree the schedule was acceptable. DD will post the dates with the Town Clerk's Office.

There being no further business, the meeting adjourned at 2:50 PM on a motion by FC, seconded by BS and made unanimous by vote.

Respectfully prepared and submitted by Donald F. DiMartino

12/17/09

Bellingham Cemetery Committee

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Sextons

Meeting Minutes

October 28, 2009 @ the DPW

Members:

James Haughey (JH)	- Chairman
Francis Cartier (FC)	- Vice-Chairman
William Spear (BS)	- Member

Attendee:

Donald F. DiMartino (DD)	- DPW Director (Ex. Sec. to Cem Com)
Jay Rowe (JR)	Gravestone Restoration Contractor

JH called the meeting to order at 2:00 PM. He noted that FC was on route but would be arriving late.

On a BS motion, seconded by JH and by unanimous vote, the minutes of the July 9th 2009 meeting were accepted.

DD apologized that he did not have time to complete the account status spreadsheet and due to computer system upgrades, he could not gain access to do it while waiting for FC. DD reported that the October 14th Town meeting had appropriated \$10,000 for gravestone repairs and that there were funds remaining in the North Cemetery project account that could be used to repair stones at this cemetery.

DD noted that he had renewed the Legacy Mark Software annual software support agreement with upgrades.

DD reported that the water service renewal and access road improvements at Center Cemetery will not be done in 2009, mostly due to the fact that MassHighway did a band-aid repair and their plans for a full road rehab are on hold.

FC arrived.

DD reported on gravesite and niche sales and activities. Two graves were sold at Center Cemetery to the Silvestro family, grandchildren of Violet Slade. The Scott Cemetery Columbarium has some expected niche sales in the near future. FC had called DD about a niche for Mrs. Jean M. Gately (Smith) who passed recently. Mrs. Gately - Smith's daughter had called DD and was aware of the application process. No paperwork has come in yet. FC will contact the family. The last of the top row front niches (S1-F-R1-C5) is being held for this family.

A niche application was received from another brother in the Paulhus family. Mr. Ronald Paulhus is trying to get all his siblings to purchase niches and through DD asked if the Committee would open for sale the four niches in column 1 row 3, column 2 row 3, column 1 row 4 and column 2 row 4, below the existing Paulhus niches. On a motion by FC, seconded by BS, it was unanimously voted to allow

10/29/2009

Bellingham Cemetery Committee

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Sextons

Meeting Minutes

July 9, 2009 @ the DPW

Members:

James Haughey (JH)	- Chairman
Francis Cartier (FC)	- Vice-Chairman
William Spear (BS)	- Member

Attendee:

Donald F. DiMartino (DD)	- DPW Director (Ex. Sec. to Cem Com)
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JH called the meeting to order at 2:00 PM.

On a FC motion, seconded by BS and by unanimous vote, the minutes of the June 17, 2009 meeting were accepted.

DD handed out the proposal from Whitinsville Monument for the Burr family at Scott Cemetery, and a sketch of the gravesites from the Legacy Mark software with the monument noted. The proposed monument location has also been staked at the cemetery.

After a brief discussion, on a FC motion, seconded by BS and by unanimous vote, the monument proposed by Whitinsville Monument, for the Burr family six gravesites at Scott Cemetery was acceptable.

DD presented pictures of the crypt doors at the North Cemetery and noted that the DPW had cut and trimmed all brush in the crypt area as well as all low hanging branches throughout the cemetery. There was a brief discussion and it was agreed to leave the metal door which covers a sealed tomb. The door will be closed and locked. Also, no paint will be applied to either door.

DD noted that the cost for cremation burial vaults paid to Watertown Cremation Products was \$70 each. FC will get DD the name of another firm from which we may be able to purchase these for a lower price.

DD reported that the FY2010 budget was level funded for Salaries (\$3,600) and Expenses (\$6,300). The Parks Department will take \$2,000 from expenses leaving \$4,300 for projects. Small projects were discussed.

On a FC motion, seconded by BS and by unanimous vote, it was agreed to proceed with the sandblasting and engraving of the Center Cemetery crypt granite, with a not to exceeding expense limit of \$1,500.

DD reported on MHD's plans to spot mill Mechanic Street which could yield sufficient millings to reconstruct the Center Cemetery roadway. The milling could be done in the next few weeks or next few months.

After a brief discussion, it was agreed that the Committee will support a \$10,000 request for funds at the October 2009 town meeting for the repair and up-righting of stones at all Town Cemeteries. The funding sources will be determined during the Town Meeting hearing process, but could include some money from various cemetery accounts as well as Town funds and possibly supplemented by a Historical Commission and Veterans Agent fund raising effort.

JH noted Union Cemeteries request for information on the logistics of perpetual care accounts and read from copies of the State Laws MGL 114 Sections 15 and 25, provided to him by Marilyn Mathieu. FC expressed a concern about the State Law which seemed to require that graves must be sold to any applicant. JH clarified that further in the Law there is notation that the Committee can and we have established local regulations, which limit sale of graves to Bellingham residents or those with ties to Bellingham.

Under new business, FC suggested we set aside a dozen not so prime gravesites for those who are wards of the State or unable to purchase a grave. DD will review the Scott Cemetery map and database and present options of graves to save for such purposes at the next meeting.

After a discussion of schedules, it was agreed to forgo an August meeting. The next meeting of the Board will be on Thursday, September 10, 2009 at 2:00PM in the DPW.

There being no further business, the meeting adjourned at 2:25 PM on a motion by FC, seconded by BS and made unanimous by vote.

Respectfully prepared and submitted by Donald F. DiMartino

Accepted
7/9/09

Bellingham Cemetery Committee

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Sextons

Meeting Minutes

June 17, 2009 @ the DPW

Members:

James Haughey (JH)	- Chairman
Francis Cartier (FC)	- Vice-Chairman
William Spear (BS)	- Member

Attendee:

Donald F. DiMartino (DD)	- DPW Director (Ex. Sec. to Cem Com)
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JH called the meeting to order at 2:00 PM.

Review of Minutes of May 14, 2009 – JH noted a typographical error where reference noted as JH (Jim Haughey) should be FH (Frank Haley). On a FC motion, seconded by BS and by unanimous vote, the amended minutes of May 14, 2009 were accepted.

DD noted that since the last meeting, Mr. Haley had come to the DPW and reviewed the old files and taken extensive notes.

JH read off the agenda and DD clarified had not planned to attend today meeting but that he is in the process of getting the North Cemetery accepted into the Historic Registry.

State law places the burden of maintenance of veteran's stones belonging to individual who no longer have living relatives on the Veteran's Agent.

JH noted his discussion with Lynn Lowell of the Milford Cemetery Committee. She told JH that there is no legal requirement that the Cemetery Committee has to repair stones. The stones are owned by the family members of the deceased. She did note and JH stressed that it was not a matter of law, but duty.

Discussion then continued on the rehabilitation of broken and tipped graves stones. JH had counted about 80 stones at North Cemetery and 50 at Scott and Center Cemetery that could use some level of repair. The count is what he observed in a quick survey done for a ballpark quantity and it was not just veterans' stones but that he saw in need or repair. FC noted that any such project should also include Depot Cemetery. All reviewed the email from Ackerman Monument for ballpark pricing of repairs. At \$50 per stone to upright or epoxy one crack, a project would cost about \$8,000.

After a brief discussion about possible available funding sources, the Committee agreed that some Cemetery Committee funds should be spent to do a project to repair the stones. However, DD will see if there are any available funds from the Veteran's Agent or Historical Commission to assist in the project. DD will contact the both and report at the next meeting.

DD apologized for not having an updated account status spreadsheet, but noted that we are in a spending freeze and little has changed. Last months sheet was reviewed briefly.

DD will discuss visit the site and if necessary meet with the DPW Carpenter to look at the North Cemetery Crypt doors for improvement and painting. He will also see about removing brush near the crypt doors and overhanging tree branches around the cemetery.

DD reported that the renewal of the Union / Center water service will likely take place in the late summer due to DPW work load and vacations. The permit application has been submitted to the State for this and several other water service renewals in State Route 140 – Mechanic Street.

DD noted that when the State does the reconstruction of Mechanic Street, the project will include milling. This will generate the reprocessed asphalt product that is ideal for the reconstruction of the Center Cemetery roadway which we can get free of charge. The cemetery work will therefore be on hold until the millings are available for free.

DD said that after July 1st, he will order the Legacy Mark software upgrade for \$299. He did not recommend upgrading to the internet based software (\$24.95/month = \$299.40/year) at this time, as our database is still small and all records could easily be scanned and made available as a pdf on line.

FC asked what we are paying Watertown Cremation Products for urn vaults. DD will look up the invoices and report at the next meeting. FC has another supplier who makes them so we will be able to obtain competitive pricing.

JH suggested we consider double deep grave usage in the front section of Scott Cemetery. After a brief discussion, the idea was dropped due mostly to concerns about worker safety in the boulder laden soils found at that cemetery.

The next meeting of the Board will be on Thursday, July 9, 2009 at 2:00PM in the DPW.

There being no further business, the meeting adjourned at 2:35 PM on a motion by FC, seconded by BS and made unanimous by vote.

Respectfully prepared and submitted by Donald F. DiMartino

6/17/09

Bellingham Cemetery Committee

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Sextons**Meeting Minutes****May 14, 2009 @ the DPW**

As Amended

Members:

James Haughey (JH)	- Chairman
Francis Cartier (FC)	- Vice-Chairman
William Spear (BS)	- Member

Attendee:

Donald F. DiMartino (DD)	- DPW Director (Ex. Sec. to Cem Com)
Frank Haley (FH)	- Town Resident

JH called the meeting to order at 2:02 PM.

Review of Minutes of April 9, 2009 – JH noted a typographical error on page two paragraph five, the Account #6150 balance should read \$4,362.59, not \$4,32.59. On a FC motion, seconded by BS and by unanimous vote, the amended minutes of April 9, 2009 were accepted.

JH gave Mr. Frank Haley (FH) of 4 Arapahoe Road the floor.

FH explained that he was undertaking the task of getting the North Cemetery added to the Historical Registry. He had been searching for graves of Civil War Veterans and by chance Revolutionary War Veterans. He will meet with the Historical Commission and Mr. Taft to determine the oldest grave at the site. JH noted the need for a Town Assessor's map of the parcel. DD will provide FH with an excerpt of the Town Assessor's Map showing the cemetery with property line dimensions, area, and parcel numbers. DD noted that the Assessor's Map is not survey accurate. There was extensive discussion regarding the location of the property line that separated the privately owned Oak Hill and Town owned North Cemetery. This line does not appear on the Assessors' Maps. DD printed and gave FH a large color aerial photo of the cemetery. The poor quality of old records was discussed and FH will meet with the Town Clerk's office to see if their data is of any use to him.

FH also raised a concern about the number of stones that are no longer vertical. The Committee noted that they had no plans to modify or try to upright the existing stones, expressing concerns about liability, ownership of stones, and lack of know how on the part of the DPW. FH clearly feels the Town should undertake a stone restoration project. After a heated discussion, the Committee requested FH deliver detailed information clarifying the Town's legal rights, responsibilities, and liabilities. The Committee was not opposed to discussing this issue at a future date when they better understand the Town's legal rights, responsibilities, and liabilities. It was suggested that FH discuss this with the Historical Commission and see if they would lend their support to FH for a project to rehabilitate the stones. At approximately 2:40, FH left the meeting.

DD mentioned that he received a call from Hope Bickom owner of a grave at Scott Cemetery. She is no longer interested in the grave located beside her interned late husband. After a brief discussion, FC made a motion, seconded by BS to buy the grave back from Mrs. Bickom for \$150.00. The motion passed unanimously.

DD will contact Mrs. Bickom.

DD presented the information he received from Legacy Mark to upgrade our software and initiate internet based database. Action on the purchase of the software upgrade (\$299) and internet accessible database (\$24.95 per month) was tabled as both expenses would be held off until the 2010 fiscal year.

DD reported that the Whiting grave application had been received and deeds were being processed.

DD reported the regulations revised at the last meeting were now posted on the Town website and on the billboards at Center and Scott Cemeteries. The newspaper ad clarifying the Urn Vault and fee information was published on April 17, 2009.

DD presented a spreadsheet with all active cemetery related accounts. DD briefly mentioned the planned future projects, which include: improve doors at North Cemetery Crypt which is awaiting the DPW Carpenter's return to work (presently expected to be 6/1/2009), and Union / Center Cemetery water service renewal which was likely to be done after July 1st and therefore, in the next fiscal year.

The Committee commented on the new trees the Parks Department had planted at Scott and Center Cemetery.

FC suggested that the Parks Department adjust the signs at Scott and Center Cemetery placing them parallel to the stone walls.

JH expressed a concern about the mowing of North Cemetery before Memorial Day.

FC suggested that Ackerman Monument be contacted to contribute their input regarding work to rehabilitate old grave stones at North Cemetery.

The next meeting of the Board will be on Wednesday, June 17, 2009 at 2:00PM in the DPW.

There being no further business, the meeting adjourned at 2:59 PM on a motion by FC, seconded by BS and made unanimous by vote.

Respectfully prepared and submitted by Donald F. DiMartino

Bellingham Cemetery Committee

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Sextons

Meeting Minutes

April 9, 2009 @ the DPW

*Accepted
As Comd*

Members:

James Haughey (JH)	- Chairman
Francis Cartier (FC)	- Vice-Chairman
William Spear (BS)	- Member

Attendee:

Donald F. DiMartino (DD)	- DPW Director (Ex. Sec. to Cem Com)
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JH called the meeting to order at 2:02 PM.

Review of Minutes December 11, 2008 – FC noted on page one, that “burial urn” should be “urn burial vaults” and on page two, that the Vadnais bench relocation has yet to be completed. The changes were made to the minutes. On a FC motion, seconded by JH and by unanimous vote, the amended minutes of December 11, 2008 were accepted.

There was a brief discussion about the Parks Dept staff plan to relocate the bench installed by the Vadnais family. The work has yet to be completed.

DD reported that Union Cemetery Annual moving invoice of \$1,400 was delivered on 4-1-2009.

DD displayed the new flags Mass and Bellingham and asked how to place them on the two poles near the columbarium. All agreed that the USA flag with POW under, on one pole and the Mass flag with Bellingham under, on the other.

Public hearing opened at 2:15 PM and prior notice, to amend Bellingham Cemetery Rules and Regulations related to urn burial vault, was read by JH.

DD informed that the advertisement noted “urns” and not “urn vaults”. There being no public comments during the hearing, DD affirmed that the Board can proceed with modification to the regulations. He also mentioned that the copy of the actual regulation being modified accurately indicates “Urn Vaults” with the increased fee for urn interment to \$400 covering the cost of purchasing the vault.

Minor clarifications to the text were discussed and agreed upon related to the proposed revision under which the Town will provide Urn Vaults and the fee for urn interment will be \$400 and includes the Town providing the urn vault.

On a FC motion, seconded by BS, a unanimous vote was taken to accept the proposed changes, thereby removing the word urn from section four, and clarifying the fee change from \$300 to \$400 was now for urn interment which includes furnishing and installing the vault by the Town.

DD will post a legal notice in the same newspaper that the hearing notice was placed, to announce the changes made to the regulations related to urn burial vaults.

DD reported on various cemetery accounts status as follows:

Operating Budget (Acct 1000-491) balance of \$2,464.21 - \$2,000 estimated purchase of Parks Dept. equipment and materials for water service renewal to the Center Cemetery. Union Cemetery will contribute approximately \$1,000 for materials and police details.

JH informed that Union Cemetery has posted a nice new sign, and under it they placed the map that the Town provided. The maps should help clarify the limits of the Town owned Center Cemetery and privately owned Union Cemetery. This same map is posted at the Center Cemetery billboard.

Internment Revolving Account (Acct #6150) balance of \$4,362.59 - can only be used for internment costs. Urn burial vaults will be purchased from this account and also engraving of columbarium and marker stones.

Sale of Lots (Acct #6050) balance of \$4,32.59, closest estimate - can only be spent after Town Meeting approval or expended excluding Perpetual Care, a separate account, or the Union Cemetery gift contribution account. It will be part of routine reporting of all accounts at the next meeting.

North Cemetery (Oak Hill) account balance of \$3,921.80 – includes minor landscaping proposed for the spring and also for other improvements to the crypt doors and possible painting. DD said any work on the doors would be on hold until return of DPW carpenter on sick leave.

Future Projects / Expenses at the Center Cemetery were discussed. The cost to resurface the single owned road is estimated at \$5,000. Millings considered, like done at Scott Cemetery, but none available at this time. It was suggested that we contact Union Cemetery to see if they would do their roads at the same time. Improvement to the appearance of the Granite Mantel Stones prices from Ackerman 9/8/2008 includes sandblasting at \$200 and engrave granite 4.5" letters at \$800 remains as a possible future expense.

DD informed receipt of an application to purchase a single columbarium niche from a Mr. Michael Medlock of Lexington. The Board confirmed no knowledge of the abovementioned name and/or its any connection to Bellingham. It was understood, that the Board is reserving all cemetery space for Town residents, or for those with connections to Bellingham. Hence, DD will send Mr. Medlock an email or letter stating our position, requesting further information on any Town connection.

JH noted that the columbarium engraving has been completed on a few niche doors and all agreed the white lettering and font looks good.

DD explained some discussion with an Upton funeral director looking for members of a Sanderson family supposedly buried at Center Cemetery with additional unused graves. DD found no indication of any stone or record of the Sanderson family. FC suggested that they meet with the Board on site and show the family plot. Everyone agreed.

FC asked about Carlisle internment at Center Cemetery from a Fournier Funeral Home in Rhode Island. DD reported that he had a few phone conversations with the funeral director but a final date has not been established.

FC mentioned a discussion he had with George and Kathryn Whiting who would like four graves in a two grave by two grave plots at the southern end of section four. They wish to place their family monument in the center away from the two roads at the edge of the section, and beautify the end space to the south of the graves, similar to the space where the Vadnais were allowed to beautify the southern end of section 3.

FC made a motion to allow the sale of these gravesites to the Whiting family (Gravesites 4-01-23, 4-01-24, 4-02-23, & 4-02-24) and also placement of their monument in the center of the gravesites. BS seconded the motion and it was voted unanimously.

FC made a motion to allow the Whiting family the rights to beautify the space south to the gravesites at the south end of section 4 between their gravesites and the road east to west road. BS seconded the motion and it was voted unanimously.

Discussion ensued about reserving all of Section 4 for four or more grave family plots with monuments to be placed in the center.

FC made a motion to reserve Section 4 for four or more grave family plots with monuments to be placed in the center. BS seconded the motion and it was voted unanimously.

FC stated that the application should be for George & Kathryn Whiting and Dale & Helen Whiting.

There was some discussion of the niches for sales and availability. FC has some other folks interested in niches and will use the layout prepared by DD to discuss which niches they may choose.

JH noted the need to reorganize as FC had recently been reappointed by the Selectmen. All congratulated FC on his reappointment.

FC made a motion to reorganize the Board with officers serving as is (JH Chairman – FC Vice Chairman). BS seconded the motion and it was voted unanimously.

JH requested making our cemetery database available on line to the public, and also mentioned possibility of senior citizens willing to work on these with Town Clerk, to abate their taxes. DD said that we could already print & post the database but he will verify that. He stated that Town Clerk records for deceased individuals gave very little information on burial location. DD will contact Legacy Mark on software improvement update for web access.

DD informed that the “Cemetery Ahead” sign had been delivered to the DPW and would be placed on Hartford Ave in the near future.

The next meeting of the Board will be on Thursday, May 14 at 2:00PM in the DPW.

There being no further business, the meeting adjourned at 3:03PM on a motion by FC, seconded by BS and made unanimous.

Respectfully prepared and submitted by Donald F. DiMartino