



BILL CARPENTER
MAYOR

City of Brockton

Parks and Recreation Department

TIMOTHY W. CARPENTER
SUPERINTENDENT OF PARKS

MINUTES

CEMETERY BOARD OF TRUSTEES

MEETING OF WEDNESDAY NOV 19TH, 2014

The cemetery Board of Trustees held its meeting at 6:00pm on Wednesday, Nov 19th 2014 at City Hall in the G.A.R. Room. There being a proper quorum, the meeting was called to order by Chairperson Mayor Bill Carpenter with Mr .Frank Gurley, Mr. Armond Columbo, Mrs. Cindy Ethier-Kostka, Mr. Daniel DePina and Acting Superintendent Timothy Carpenter present. Mrs. Anne McCormack was unable to attend. Also present was Loreen Hardiman, senior clerk of the Cemetery Dept.

A motion was made by the Mayor to take the JM Pet Resort (out of order) first. All were in favor.

Mayor spoke of JM abutting the Coweaset Cemetery. JM has proposed to purchase a parcel of land from the City cemetery. Scott Faria from Holmgren Engineering started the presentation by explaining that JM wants to put a second floor on the building. The land they want to purchase would be used as for a parking lot. Tim Carpenter would like to keep the privacy of the cemetery. Also, stated that the cemetery would not utilize the land that JM wants to purchase. Cindy asked about having a shrub wall between properties. Mayor stated that the planning board will address these issues. Assessed value of land is .49 cents per square foot. The proposed parcel is 15,050 sq.ft. with a total proposed sale price of \$7,374.50. Proposed purchase price would also include an additional \$1000 in tree work and \$1400 in land work to offset cost of additional work required by the City if it were to expand the Coweaset Cemetery along the East side of the property. The total cost of land would be \$9774.50 for the deal that was already made with the past Mayor. It must stay as a parking lot and cannot be changed in the future. The Mayor states that the land could be declared surplus and makes a motion that the land be declared surplus. Trustee Gurley seconds the motion. The motion is approved unanimously.

A motion was made to accept the minutes of the last meeting dated 9/20/13, it was seconded and approved.

Tim Carpenter new business: Rule book page one, add general hours of the office 9-1 except thurs 9-12. Page 2, add: vandalism and theft of headstones are property owners responsibility not the cemetery. Page 3. payment within 30 days to be taken out. Change to payment due on or before day of funeral. Page 5 lots and work thereon, first paragraph can be taken out, no longer required. Page 7 add: cemetery will NOT buy back lots or help sell unwanted lots.

"City of Champions"

PARK DEPARTMENT ■ 45 MEADOW LANE ■ BROCKTON, MASSACHUSETTS 02301
TEL: (508) 580-7860 FAX: (508) 580-7874

parks@cobma.us

Mayor stated that some cemeteries have forms to sign before purchasing a lot that they have read the handbook, we should consider this. Tim will have the new books printed in 4 languages, also the above mentioned form from the Mayor. Also, put the rules and Regulations book on the city website in all 4 languages.

Tim would like to have the Funeral directors take back handling all cremation burials. The Mayor agreed it should be handled just like a full burial. We will send out an immediate memo to the local funeral directors so they are aware of this decision.

Cemetery staff often is required to carry the casket because the Funeral Directors are not bringing enough staff. Employee fell in the past (6 years ago) and is still collecting workers compensation. There needs to be a rule implemented. Cindy makes a motion to adopt the two new rules (cremation burials & carrying casket) and to send a letter immediately to the Funeral Directors. Motion all in favor. New rules approved.

Fred brought up from the last meeting, no burials on Sunday. Mayor feels we could be discriminating against some of the religions. Saturday are already OT, Sundays would be even more money. Could we use the park Dept. employees? Yes, but could they handle funerals? Would Saturday and Sunday prices be the same? Call around and find out what other cemeteries are doing about this issue. We will take it under advisement and discuss at the next meeting.

Cindy brought up why we do not let families throw dirt on the caskets anymore? Tim explained that it is a danger to everyone. The backhoe is trying to do their job and too many people standing around. It's just not safe.

Subcontractors are brought in to help with the grounds. We also used 3 veterans this year since April and they will be done after Thanksgiving. Tim would like to continue to use the Veterans. The Perpetual Care account pays for the Veterans to mow, weed wack. The Thrive program, at risk youths of about 30 kids were at Melrose and Union. They were weedwacking and cleaning up brush, sticks etc. It was paid for by a grant. This is the 2nd year and it was a huge success. Memorial day went great. No complaints, just compliments.

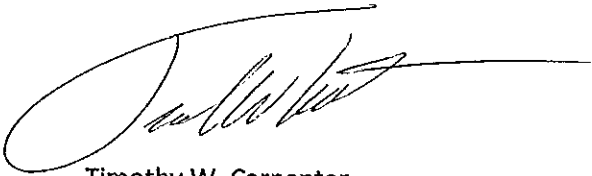
Union Cemetery has had some damage. Keith mausoleum had the decorative brass taken. Tim talked to the relative. She is leaning towards not replacing the brass. Not worth the expense. The Lawrence Mausoleum we cannot find a relative. Eaton Mausoleum, the great great grandson said whatever we need to do to secure it. Tim has pictures. The material has been purchased with wood and steel and will replace the doors. The City does not own the mausoleums. No leads on the theft. Entrance to Lyman street will eventually be blocked off. Only one entrance and exit on Centre street. Cameras will be put on the entrance. We only had one funeral in the Union this year so far. There are some broken headstones and knocked over monuments. We did repair some that were knocked over by the mower. Graffiti also on the Lyman street side. \$6300.00 left in the Perpetual care fund.

BAARC cutting the smaller cemeteries and trial court kids also helping. We completed the 2 and 3 grave section which was started in October. It was an old dump. We graded and seeded the 44K square foot area. It will need to be seeded again, heavy rain washed most of it away. The first 22K feet we went down 6 feet, the last 22K feet we only went down 3 feet. \$104K was the cost. This will give us 3-5 years worth of lots.

The Single EE section opened a few years ago. The Mayor stated he has had a lot of complaints about the flat marker only rule. The Funeral Director website is working well. Entering the records continues, with 18K and 18K more to go. Projecting for January of 2018 to be complete with Melrose records. We liked on the website so you can search names of people that are buried at Melrose. Also switched to google maps. Tim is researching weather we can put the map on the website (copyright infringements).

Veterans section- there was on person upset of how it was decorated. Contacted Dave Farrell and he forwarded what National Cemetery has for rules. We made a sample letter for each purchase. Next meeting we can discuss further what the rules are and start mailing out the rules to them. Mayor will talk to veterans to see if they would like to be heard at the next meeting so we can get there feedback.

Respectfully Submitted

A handwritten signature in black ink, appearing to read 'Timothy W. Carpenter', with a long horizontal flourish extending to the right.

Timothy W. Carpenter

Acting Superintendent of Cemeteries