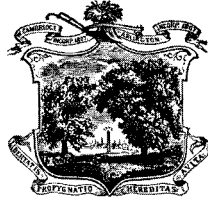


TOWN OF ARLINGTON



Mt. Pleasant Cemetery
70 Medford Street, Arlington, MA 02474
Telephone: 781-316-3276
Fax: 781-316-3280
www.arlingtonma.gov

The Minutes of the Arlington Cemetery Commission
December 14, 2016

Present: Commissioners Michele Hassler, Bill McCarthy, Brian Hasbrouck, DPW Director, Mike Rademacher, DPW Op. Manager, Dan Warren and Cemetery Supervisor, Jason Jones

Meeting opened at 9:02 am

Minutes of November 09, 2016 were approved

Thirteen (13) deeds signed

Mike opened the meeting.

Mike will meet with Mark Miano of facilities after the holidays regarding chapel improvements. It was brought up that we are still waiting for repair of roof where slate fell off.

CPA application was turned in and we were told that we are moving to the next step, which is a presentation. Amount requested was \$48,290.00 which included a 10% contingency fee.

Columbarium pathway will be shoveled and kept clear to ensure accessibility. Eleven (11) niches have been sold to date.

Due to an inquiry regarding not using a funeral director to make arrangements, a discussion about the MA laws governing such practices was discussed. Michele will review the laws and make a checklist for office personnel to be prepared in the future. All commissioners were encouraged to review the laws for future reference.

Board of Cemetery Commissioners
Michele A. Hassler, Chairperson
William F. McCarthy
Brian L. Hasbrouck

Cemetery Commission

Page 2

December 14, 2016

After consulting with at least 6 engravers and viewing numerous examples of font, the columbarium engraving policy was finalized. It was voted in with 2 for- Bill and Michele, and 1 against- Brian, to make the final specifications modified/condensed roman, with 1 ¼” letters and 1” numbers. All engraving will be painted black on the inside to help with visibility and all work will be done on site. Using the first niche plate to be engraved as an example, and considering any further input from the family’s engraver, this policy will be revisited if the results are not what the Commissioners had envisioned. Jean will finalize the columbarium pamphlets to send out.

Brian raised concerns regarding the specifications of the engraving policy and felt they were too restrictive, thus leading to his no vote.

Monthly numbers were reviewed

Meeting adjourned at 10:55am

Next meeting will be January 10, 2016

Respectfully submitted

Jean Smith

Board of Cemetery Commissioners
Michele A. Hassler, Chairperson
William F. McCarthy
Brian L. Hasbrouck