



# City of Malden Massachusetts

## ANNUAL REPORT TO THE CITY CLERK OF THE Board of Trustees Forest Dale Cemetery BOARD/COMMISSION PURSUANT TO CITY OF MALDEN ORDINANCE 1.7

### I. Preliminary Information

|  |  |
|--|--|
| Name of Board or Commission:   | Trustees of Cemetery   |
| Name of Chair:   | James Tuxbury  |
| Name of Clerk:   | Vincent Miraglia   |
| No. of Members:  | 5  |
| No. of meetings of Board/Commission per year:                          | Ten We do not meet July August.  |
| Explain how Board/Commission has fulfilled functions in the past year: | The Board has completed the updating of the Rules and Regulations of the Forest Dale Cemetery, and books will be mailed sometime in May. The Completion of our 3 <sup>rd</sup> road closure, and our first Cremation Niche wall for cremation burials. |

**Please list Members' names, addresses, contact information and date of appointment and when term expires: (attach additional sheets if necessary)**

| NAME & ADDRESS                             | CONTACT INFORMATION | APPOINTED | TERM EXPIRES  |
|--|---------------------|-----------|---------------|
| James Tuxbury<br>111 Glen St Malden        |                     |           | March 1, 2022 |
| Vincent Miraglia<br>40 Willard St Malden   |                     |           | March 1, 2018 |
| William Settemio<br>4 Wellington St Malden |                     |           | March 1, 2019 |
| Daniel Grover<br>22A Wigglesworth Malden   |                     |           | March 1, 2021 |
| Joseph Barriss<br>60 Gale St Malden        |                     |           | March 1, 2020 |
|  |                     |           |               |
|  |                     |           |               |
|  |                     |           |               |

## 2. Overview of Board/Commission

Please issue a **brief** statement about the general purpose and mission of your Board/Commission: 1. To grant and Convey to such person or persons as they deem appropriate, by deed duly executed, the exclusive right of burial in any of the designated lots or subdivisions of Cemeteries under their control. 2. To pay the proceeds of any of any such sale of lots into the city Treasury. 3. To provide for the care and maintenance of all burial grounds under their control: and enter into agreement for the maintenance and care of particular graves for such amounts and under such conditions as they deem appropriate and to provide for investments of any funds so acquired.

## 3. REVENUE

Please list the revenue(s) coming into your Board/Commission:

**NOT APPLICABLE**

|                          |              |
|--------------------------|--------------|
| From City Budget         |              |
| Sale of Lots and Graves  | \$33,364     |
| From Perpetual Care Int. | \$155,610.91 |
| Grant Monies             | N/A          |
| Licenses/Fees            | \$128,412    |
| Other/                   |              |

## 4. EXPENDITURES

Please list the expenditures of your Board/Commission:

**NOT APPLICABLE**

| Expenditures of Board/Commission | Explanation |
|----------------------------------|-------------|
| Personnel Costs                  | \$418,830   |
| Equipment Costs                  | \$10,000    |
| Postal Costs                     | 250.00      |
| Leasing Costs                    | N/A         |
| Other                            |             |

## 5. ASSETS

Please list all major assets under the control of your Board /Commission. *(This should include materials, tools, vehicles, equipment and property on hand as of 12/31/12.*

**NOT APPLICABLE**

| Asset                              | Value    |
|------------------------------------|----------|
| John Deere Gator Model 625i        | \$8,000  |
| 2007 Chevrolet Dump Truck #M81095  | \$12,000 |
| 2007 Chevrolet Dump Truck #M81094  | \$12,000 |
| 2011 Chevrolet Pick- up #M84561    | \$16,000 |
| 2008 Chevrolet Trailblazer #M81092 | \$13,000 |
| Case Extendahoe Backhoe #M13421    | \$25,000 |
| 2015 John Deere Model X700 Tractor | \$16,000 |

**SECTION 2  
FACILITIES**

*This Section should contain a brief summary about the physical space parameters needed for your department.*

- A. Facilities needed to accommodate your Department (*Estimate the amount of space that is needed for your staff, equipment, public interaction, etc. Estimate on per square foot basis*)
- a) Space needed for personnel 400
  - b) Space needed for files 120
  - c) Space needed for equipment 4,100
  - d) Other
  - e) TOTAL 4,620

**6. PROGRAMS**

Please list all programs under the direction of your Board/Commission. (Please detail where and how these programs originate, i.e. statutory, internal, etc.)

**NOT APPLICABLE X**

| Program    | Description                      |
|------------|----------------------------------|
| Cemeteries | Forest Dale, Salem St., Bellrock |
|            |                                  |
|            |                                  |
|            |                                  |

**7. CHALLENGES**

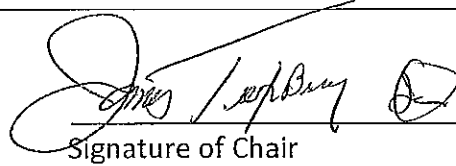
Provide a brief description of three challenges to your Board/Commission.

|    |   |
|----|---|
| 1. | To continue to keep the cemetery open for future burials for the residents of Malden. |
| 2. | Plans are being discussed for road improvements.                                      |
| 3. | Plans are also in discussion for revitalizing the Forest Dale Cemetery pond.          |

**8. GOALS**

Describe three goals your Board/Commission has for the year ahead.

|    |  |
|----|--|
| 1. | To upgrade Cemetery house with Aluminum Siding and Windows.  |
| 2. | Street Signs which will enable us to finish computer system which will allow on line and print direction to individual graves. |
| 3. | Move old Fountain to Front of Cemetery creating a water feature.   |



Signature of Chair

Date: 4-28-17