## PRE-PROPOSAL MEETING MINUTES RIVERSIDE CEMETERY EXPANSION & SITE IMPROVEMENT PROJECT

DATE: May 23, 2013
TIME: 12:00 PM, Noon

LOCATION: Riverside Cemetery, 2650 Lake Avenue, Rochester, NY 14612

ATTENDEES: Mary Gaudioso (MG), Jeff Simmons (JS), Al Giglio (AG), Lisa Reyes (LR),

Consultants listed on attached sign-in sheet

The purpose of the meeting was to provide a brief overview of Riverside Cemetery's features and the City's plans for improvements and beautification of its cemetery. The meeting also gave consultants the opportunity to ask questions about the project and walk the cemetery with City staff to better understand the scope of work.

Meeting began in the Chapel of Peace where Al Giglio (AG) briefly discussed:

- the cemetery, its topography and project boundaries;
- the overflow concerns with the pond;
- the pond's downstream storm sewer discharge point located on the northern boundary line between sections P-9 and P-10;
- beautifying the pond and the area around it;
- the Wetland Delineation Report completed by Lu Engineers and on the City website;
- the Feasibility Study completed by Marathon Engineering and on the City website

AG also stated the project must be under construction next year. The proposals are due on Friday, June 7 at 5:00 PM.

The meeting was opened for any questions, comments, and/or concerns.

- Q. The City wants to beautify the pond; should we keep in mind interment areas around it as well?
- A: (JS) Yes. Columbarium and/or cremation burial with rock garden or other memorialization.
- Q. The boring information provided for the lower area to be developed indicates shallow rock. Are there plans for fill areas in order to have natural burials? Natural burials could be deep, isn't that true?
- A. (MG) Natural burials should be shallow (3 ½ feet of depth is all that is needed); (AG) the borings collected and provided in the Feasibility Study were performed using hand augers due to the difficulty of getting drilling equipment down to that lower level for drilling bore holes. Due to the limitations of the site and boring methodology used, additional borings may be necessary to better determine the soils.

There were no other preliminary questions. AG suggested that we take a ride around the cemetery to visit the different areas of interest.

Our first stop was to the existing pond (Willow Pond). AG provided some background on the pond and the desires for beautifying the edges of the pond and replacing the bridge to the center island in the pond. The City is considering the possibility of a land bridge with a culvert but other options are welcome. The open land west of the pond is available for development of interment space.

- Q. How far west can be developed as interment space? How close to the trees can we get?
- A. (JS) Development can extend west within 10 feet of the trees. 10-foot separation is needed from the trees.
- Q. Would the cemetery consider a new road south of the pond?
- A. (MG) No, we haven't as any additional roadway would reduce the potential for interment space.
- Q. I thought I read on the website there will be a shared roadway or trail between Riverside Cemetery and Holy Sepulchre Cemetery. Is that still the plan?
- A. (AG) No. A study proposed relocating the existing on-street Riverway Trail system on Lake Avenue to a proposed off-road segment that would begin at King's Landing Cemetery and extend north along the ridge on the west side of the Genesee River. The proposed trail would extend through Holy Sepulchre and Riverside Cemeteries then connect back to the existing off-road segment of the Riverway Trail that borders the northern property line of Riverside Cemetery. The concept was not accepted by Holy Sepulchre and has since been abandoned.
- Q. Is there an irrigation system within the cemetery?
- A. (JS) There is no irrigation system. However, there is water service for the patrons to use for flowers, plants, etc., which is typically outside of the burial areas adjacent to the roadway system. The depth of this water is 1'-3' and is drained in the winter months.

AG continued by stating there is a section of roadway between sections I and J that has drainage concerns resulting in failed pavement structure. AG also reiterated the bridge at the pond needs replacement.

- Q. Is there any topographical survey showing the depth and profile of Willow pond? How deep is the pond?
- A. (JS) The pond is around 10 feet deep at the center. (AG) we are not sure about the topographical survey but we will find out.
- Q. Has there been any geotechnical investigations?
- A. Not that we are aware of.
- Q. Does the City have any information on interment rates that can be shared?
- A. (MG) We will get that information posted on the website.

Interment information for last 12 months:
Ground burial of caskets - 385
Ground burial of cremains - 68
Entombment of casket in mausoleum - 61
Inurnment of cremains in mausoleum or columbarium - 48
Total - 562.

The second stop was at the Veterans section. AG expressed the City's desire to install a new road through the back of the Veterans section connecting Section R to the intersection at T & V. MG explained that the available land west of proposed road would be used to extend the veterans section. This would include traditional burial for caskets and cremation burial. The cemetery is also interested in the installation of columbaria in the veterans section off the proposed new road. It is envisioned that the undeveloped land east of the proposed road up to the wetland area will be used for traditional cemetery interments. The cemetery may be interested in using a portion of this land to pre-install double-deep burial crypts. Riverside currently performs double-deep burials in a small section of the cemetery without pre-installed crypts. The soil has a somewhat sandy consistency and in order to avoid cave-ins, the deeper

burials may only be performed in consecutive order and on an at-need basis (e.g., no pre-need sales).

- Q. Would double-crypt burials be considered?
- A. (MG) Probably not.
- Q. Are there any double-crypt burial sites?
- A. (MG) Yes there are a few, but we are restricted due to the soil conditions.
- Q. What is the proposed ratio of green burials versus crematoriums?
- A. (MG) We are requesting recommendations from the consultant.

The third stop was to the undeveloped sections east of the Veterans section where you can overlook the federal wetlands (Wetland A is most visible). MG expressed the cemetery's desire to maintain the native aesthetics of the lower area of the undeveloped land to be as natural as possible and used for natural and cremation burials. It is not envisioned that traditional upright monuments or flat markers will be used in this area. Instead, more natural materials should be considered for memorialization such as stones or boulders. It was pointed out that part of the improvement project will remediate the excess soil that had been placed in the area west of the Veterans section but east of the wetland area. MG also mentioned Holy Sepulchre recently completed a green burial site which is available for viewing.

- Q. Are there any endangered species known in this area?
- A. (MG) explained the Dept of Environmental Services recently took over the cemeteries from the Dept. of Parks & Recreation. The cemetery is unaware of endangered species, but staff will check with the other department on the answer to this question.

Our fourth stop was at the Walk of Peace scattering garden in Section W. MG stated that this area is open to the public to scatter the cremated remains of their loved ones. There is a desire on the cemetery's part to install a cantilevered boardwalk towards the wetland to expand the scattering area. The desire is to extend as far as possible. Cemetery staff had visited a cemetery in Toronto who had constructed such a boardwalk over the wetland area. MG explained the current fee structure for scattering. The cemetery charges a minimal recording fee to scatter. The price to memorialize the loved one whose remains have been scattered is about \$400. The City is also open to other scattering gardens, such as those prepared in the Marathon report.

- Q. Are there plans for any improvements to the maintenance area?
- A. (MG/JS) There are no plans for additional work unless it will be relocated as part of a bigger plan.
- Q. Is there a deadline for submitting questions?
- A. (AG) Friday, June 7 is the proposal submission deadline. We will make Monday, June 3 at 12:00 PM noon the deadline for additional questions. Any questions will be posted to the website along with the meeting minutes from today's walk-through.

AG expressed the overall project cost is \$1.4 million including everything (all design costs, construction, inspection, contingencies, permits, etc)

Our fifth and final stop was on the road segment between sections J & I. (AG) expressed the City's desire to replace the failing section of roadway from the bend in the road between Sections J & I south through the intersection including the section of roadway between the Veterans section and Section R to the point where the new connector road will be in the Veterans section. The intent is to replace in kind. There will be no gutters or curb to be installed. Keep it as natural as possible. Design should include the regular use of 6-wheel dump trucks.

- Q. How close are the grave sites?
- A. (JS) You should stay within 3 feet from the existing edge of roadway for any excavations.
- Q. Are the water lines drained and winterized for the winter season? How deep is the water main/service?
- A. (JS) The water line is 1 ½ feet deep and is winterized.

There were no further questions, comments, or concerns. AG adjourned the meeting at 1:30PM.

Respectfully submitted,

Lisa Y. Reyes

Engineer II/Street Design

xc: file

All Attendees

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