

Cemetery Commission
Minutes of the Meeting – June 4, 2019

The meeting of the Harwich Cemetery Commission was at 100 Oak Street, Harwich, Commissioners Cynthia Eldredge, Karen Young, Steve Conner, Cemetery Administrator Robbin Kelley, Chris Clark, Town Administrator, Wilfred Remillard, Carol O'Halloran and Ralph Smith were in attendance.

Meeting Called to Order at 8:10 a.m. by Cynthia Eldredge.

Approval of the Minutes

Karen Young makes motion to accept the minutes of the meeting from April 2, 2019, it was seconded by Steven Conner.

Correspondence from Town Hall & Associations

1. Old Business. Coleman Lot was taken out of order in order to accommodate Carol O'Halloran who had traveled just for this agenda item. Carol O'Halloran made a statement in regards to the maintenance on her parent's lot in Island Pond. Chris Clark makes recommendation that we meet down at the cemetery with Lincoln Hooper, Chris Nickerson and Jim Stratton to go over possible solutions to drainage issues. Cemetery Administrator will schedule a time and date so that all town parties will be able to attend.
2. New Business. Review of Revenue and Expenses for the months of March and April for Cemetery Budget Accounts. Review of Cemetery Revolving Account current balance is \$78,507.78.
3. Letter from Commonwealth of Massachusetts to Judith Ford, Friends of the South Harwich Meeting House on Preservation Award. Robbin Kelley will be attending Award Presentation at Massachusetts Historical Commission in Boston on June 6, 2019 as Board Member of the Friends of the South Harwich Meeting House.
4. Email from Cheryl Caputo of Gravestone Conservation Services on update on repairs to the Mount Pleasant Cemetery CPC Article and first invoice for \$7,821.25.
5. Update on speakers for the Preplanning Seminar. Ronald Eaton & Tiffany Simpson from Doane Beal and Ames, Deputy Chief Kevin Considine & Sargent Amy Walinski, Harwich Police Department; Suzanna Keith, Council on Aging Social Worker; Emily Mitchell, Council on Aging Director; Julie Brooks, Peaceful Place Organizing; Amy White, White Flowers; Jamie Nunes & Patti Coville, Broad Reach Hospice of Brewster; Angela Angelini, Maplewood at Brewster Director of Business Development, Shawney Carroll, Veterans Service Officer; and Robbin Kelley, Cemetery Administrator. Some of topics included are Police support / current trends, Important Documents, How to Declutter Your House So Your Kid's Don't Have to Later, Graveside Flowers, Hospice & Bereavement "Hospice 10" and Avoiding Added Stress to Your Loved Ones.
6. BSC Group proposal for the Island Pond Cemetery Arboretum project which includes Land Survey, Civil Engineering and Environmental Science services relating to grant requirements. Chris Clark recommends that we send packet to Griffin Ryder, Town Engineer and have him look it over.
7. Email from Jim Holman, New England Cemetery Association on upcoming Annual Meeting. Karen makes motion that Robbin Kelley attend and it was seconded by Cynthia Eldredge and was unanimous vote.
8. Abutter's notification of a public meeting for South Harwich Cemetery abutter to Ungerdogs Grooming (Angie Mullaney) 269 Chatham Road.

9. Cemetery Mapping Software price quotes received on June 3, 2019. Chris Clark recommends we go back out to vendors as their scope of project needed to be exactly as it was worded in the Town Meeting Article. Cemetery Administrator will contact vendors with updated specification sheet clarifying that only Island Pond Cemetery should be indexed and mapped.
10. Letter from Xavier McDonnell on planting a Red Dragon Tree on his lot in Island Pond. Steven Conner makes motion that we allow Mr. McDonnell to plant tree on his lot, it was seconded by Karen Young and was a unanimous vote.
11. Email from Jean Finnegan on crab grass at Evergreen Cemetery. Cemetery Administrator reached out to Warren Nichols Landscaping about crab grass and he stated that it was too late in the season to treat. We should look at possible solutions spaying in mid-august.
12. Old Business. Rules and Regulations updated at Town Meeting. Karen Young makes recommendation that we table and bring back at another meeting. Requests that Cemetery Administrator gets several surrounding Town's Rules to review.
13. Pet Burial Ground discussion. Steven Conner makes motion that The Cemetery Commissioners vote pursuant to General Laws Chapter 40. Section 15A to declare the land located at 276 Queen Anne Road, Assessor's Map 69, Parcel M1, dedicated as a pet cemetery and pet crematory under Article 57 of the 2016 Annual Town Meeting is no longer needed for a pet cemetery and pet crematory, it was seconded by Karen Young and a unanimous vote.
14. Veterans Memorial at Evergreen Cemetery. Wilfred Remillard would like each branch of the service with flags. Discussion on how project would have several phases. Will table discussion until further information on designs and inclusion of new veteran members for their input on this project. Cemetery Administrator will look at other Town's Veterans Memorials.
15. Fountain at Island Pond Cemetery. Discussion on the old fountain and the need to purchase replacement fountain. Steven Conner makes motion to purchase new fountain it was seconded by Karen Young and was a unanimous decision.
16. Review of letter from John O'Brien on his family lot in Island Pond and the encroachment of shrub from the Inman lot onto his lot. Steven Conner makes motion to contact lot owner and have the shrubs removed, Cynthia Eldredge seconded and it was unanimous vote.
17. Bills that were paid Gravestone Conservation Services \$7,430.19, N. E. Cemetery Association \$500.00, Robbin Kelley clothing boats \$90.00, Cape Cod Cooperative Extension \$700.00. American Cemetery/Kate Boylston \$45.00, Eversource Evergreen \$12.00, Eversource Queen Anne \$12.00, Harwich Water Department; S. Harwich \$35.00, Island Pond \$85.00, Pine Grove \$85.00, N. Harwich \$85.00, Mt Pleasant 95 South Street \$35.00 Mt Pleasant 87 Forest Street \$35.00 and Robbin Kelley Mileage March, April and May \$143.26.

The meeting was adjourned at 10:05 A.M. Next meeting will be July 2, 2019 at 8:00 Harwich Community Center.

Respectfully Submitted,

Robbin Kelley,
Cemetery Administrator