

Cemetery Commission  
Minutes of the Meeting – October 1, 2019

The meeting of the Harwich Cemetery Commission was at 100 Oak Street, Harwich, Commissioners Cynthia Eldredge, Steven Conner, Administrator Robbin Kelley were in attendance.

Meeting Called to Order at 8:00 a.m. by Cynthia Eldredge.

Approval of the Minutes

Steven Conner approved the minutes of September 3, 2019 and it was seconded by Cynthia Eldredge.

1. Email from Lincoln Hooper, DPW Director on the purchase of stump grinder and splitting the costs with three ways with DPW, Golf and Cemetery. Cynthia Eldredge makes motion that the commission is in support of stump grinder and if necessary we will pay one third the cost of \$19,166.00 it was seconded by Steven Conner.
2. Email from Wendy Tulloch, Assistant Town Accountant on August FY20 Revenues and Expenses. Commission reviewed accounts.
3. Email from Carol Coppola, Town Accountant on number of burials in 2018. The number of burials were 62 which was down from the previous year's total due to increase in cremation burial. While the number of memorialization went up. Indexing of lots within the cemeteries list all names whether they are buried or not, some were lost at sea. Steven Conner makes motion that memorials by lot owners must provide either death certificate or cremation certificate and pay the \$100.00 Administration Fee that states that the cremains were either scattered or list were burial had taken place. It was seconded by Cynthia Eldredge.
4. Email from Charleen Greenhalgh, Town Planner on West Harwich District of Critical Planning concern nomination and Moratorium.
5. Email from Kayla Baier, Program Specialist for AmeriCorps Cape Cod on placement for the Island Pond Arboretum. Robbin Kelley, Cemetery Administrator attended mandatory orientation on September 25<sup>th</sup> and met AmeriCorps member Hannah Schmidt.
6. Email from Christopher Clark, Town Administrator on Capital requests review with Capital Outlay Committee and October 8<sup>th</sup>. Reviewed Capital requests.
7. Old Business: Moving the Gazebo. Email from Lincoln Hooper, Per your request, we went to move the gazebo at the Pet Cemetery to Evergreen Cemetery today and found it had sustained damage from a tree falling on it during the tornado. We have the gazebo at the DPW and will try to get it repaired this week. Once repaired, we will move to the circle at Evergreen. Damage was fixed and it was relocated to Evergreen Cemetery.
8. Update on Storm Damage, we were able to have Seaside Arborist for two day trimming tree limbs and have requested to be put on list to have additional work done. Received bill from Mayer Tree Company for \$75,150 for removal of trees within the Harwich Cemeteries and \$26.60 to the Council on Aging for assistance with lunch for inmates on storm cleanup.
9. Email from Karen Helliwell on burial plaque on her lot in Island Pond Cemetery in memory of her son. Steven Conner makes motion that she will need to fill out Monument Permit order and foundation will need to be installed she will also need to provide death certificate and fee with Grave Marking Request for Memorial Only it was seconded by Cynthia Eldredge.

10. New Deed Sabastian & Arlene Orifice for 76R Pine Avenue for \$1,800.00 in Mount Pleasant Cemetery.
11. New Deed Katherine & Thomas Ben-Aroch for Lot #5 (Grave #1) for \$800.00 in South Harwich Cemetery
12. Bills; Verizon Wireless, Eversource, Nauset Disposal, W. B. Mason, Gravestones Conservation Inc. and mileage for Robbin Kelley.
13. Other Old Business, Cynthia Eldredge will speak to Wilfred Remillard, Veterans Agent on Evergreen Cemetery Veterans Memorial and establishing of members to be on subcommittee for the design.
14. Cynthia Eldredge also request that the Rules and Regulations be put on the next agenda for discussion and possible upcoming changes for Annual Town Meeting.

The meeting was adjourned at 9:05 A.M. Next meeting will be November 5, 2019.

Respectfully Submitted,

Robbin Kelley,  
Cemetery Administrator