

AGENDA

CEMETERY COMMISSION  
HARWICH COMMUNITY CENTER  
100 OAK STREET– ACTIVITY ROOM #1  
MONDAY JUNE 26, 2017 TIME: 8:15 AM

I. CALL TO ORDER

II. APPROVAL OF THE MINUTES FROM APRIL 24, 2017.

III. CORRESPONDENCE FROM TOWN HALL & ASSOCIATIONS

- A. LETTER FROM SISTER HELEN ANNE WOLK, SSMN TO CEMETERY COMMISSIONERS.
- B. EMAIL FROM KATIE MCCUE TO ROBBIN KELLEY ON HER ACCEPTANCE INTO SUFFOLK CERTIFICATE PROGRAM.
- C. EMAIL FROM ANY USOWSKI ON LILY PONG IN ISLAND POND.
- D. LETTER FROM CHARLENE MIRANDA FISHER ON HER FAMILY LOT IN ISLAND POND CEMETERY.
- E. INTERNAL CONTROL PROCEDURES OVER DEPARTMENTAL EXPENDITURES FY2017 PER MGL CHAPTER #41 S/S/58 DATED MAY 19 & JUNE 14 OF 2017.
- F. MONTHLY REVENUE REPORTS FY2017 YEAR TO DATE FOR MAY 19 AND JUNE 14 OF 2017.
- G. EMAIL FROM WENDY TULLOCK ON END OF YEAR CLOSING.
- H. EMIAL FROM PAULA CHAMPAGNE ON LEGAL REQUEST OF PET CEMETERY FROM BOARD OF HEALTH.
- I. OTHER BUSINESS.

IV. OLD BUSINESS

- A. UPDATE ON CARBONNEAU LOT LAYOUT, IN MOUNT PLEASANT CEMETERY.
- B. KELLEY CEMETERY DEEDS AND LAND SURVEY.

V. NEW BUSINESS

- A. NEW DEED FOR THOMAS & JANET O’LEARY FOR 109 NICKERSON AVENUE (GRACE C) IN EVERGREEN CEMETERY FOR \$800.00.
- B. NEW DEED FOR DOUGLAS & MARY WALSH FOR 216 POND GROVE IN ISLAND POND CEMETERY FOR \$500.00.
- C. OTHER BUSINESS.

VI. BILLS

- A. PAYROLL FOR ROBBIN KELLEY, CEMETERY ADMINISTRATOR.
- B. MILEAGE FOR ROBBIN KELLEY APRIL, MAY & JUNE.
- C. EVERSOURCE \$80.38, ROBERT S. JORDAN \$3,450.00, ALL CAPE WELL DRILLING \$5,800.00, T.W. NICKERSON \$20,250.00, PINE HARBOR WOOD PRODUCTS \$4,100.00.

VII. DATE AND TIME OF NEXT MEETING

VIII. ADJOURNMENT

AUTHORIZED POSTING OFFICER:

POSTED BY: \_\_\_\_\_  
TOWN CLERK

\_\_\_\_\_

DATE: \_\_\_\_\_