Harwich Cemetery Commission

Channel 18 Studio

100 Oak Street, Harwich

December 14, 2023

In attendance are Steven Conner Cynthia Eldredge and Robert Thompson, Commissioners, and Robbin Kelley, Cemetery Administrator.

Call to order at 9:00 AM by Steven Conner.

Robert made a motion to approve the minutes of October 5th as written, it was seconded by Steven. Robert made a motion to approve the minutes of November 8th and it was seconded by Cindy and it was unanimous.

**Correspondence from Town Hall & Associations**

Discussion on the following items

* 1. Email from Water Department on Water Abatement for Pine Grove Cemetery. Abatement was approved by the water department $1,223.12.
	2. Email from the Village Green Restoration Inc with the completion of East Harwich Union Cemetery graves stone restoration project $43,190.00. Discussion on replacement of split rail fence and placement of some granite post. Will reach out to the church for input.
	3. Email from Carly Jones, Assessing Director on the Harding Ryder burial grounds.
	4. Email from Carol Campos, Select Board/Administration end of year report for the Annual Town Book.
	5. Email from Michael Andranovich, AmeriCorps on group services project February to April.
	6. Email from Hamco Flagpole on final bill for Evergreen Memorial Circle.
	7. Email from Cindy Eldredge on coverage by Cape Cod Chronicle on Veterans Day Dedication.
	8. Email from Kathy Green, CPC on placement of signs for CPC Articles and Veterans Day Event. Discussion and Commissioners agreed to have temporary signs placed on cemetery grounds.
	9. other business.

**Old Business:**

1. Veterans Memorial Circle hardscape and benches. Discussion on protecting the circle from traffic within the cemetery roadway.
2. Walk of Remembrance. Plans for Phase II include timeline, materials and fund raising. Looking for artist renderings.
3. Budget for FY2024 includes a new Fee Schedule.
4. Evergreen Cemetery sign hardware repair.
5. Sign for Lothrop.
6. Year to date Cemetery Revolving Account and Cemetery Budget.
7. Bid Document for Tree Removal in Cemeteries.
8. Vote on the Baby Girl West stone in the Childrens lot in Island Pond that was mistakenly omitted when stones were installed, Steve make motion to have Henry T. Crosby and Sons make a marker and that it be installed in the Childrens lot for $550.00 it was seconded by Robert, and it was unanimous.
9. Discussion on Tree Replacement Fund balance of $27,496.49. Steve makes a motion to purchase an American chestnut tree and it was seconded by Robert and was unanimous. Will look into purchasing tree or trees for the Childrens lots in Island Pond.
10. Flag Poles for Evergreen original price quote of $15,489 in 2020 bill increase was for $19,550. Robert makes motion to pay for the difference out of the Cemetery Revolving Account for $4,061it was seconded by Steve and was unanimous.
11. Recap of the Veterans Memorial Dedication.

**New Business**

1. Discussion on Cemetery Budget for FY2025. Add an additional line item for the purchase of flags and a part time employee for secretarial staff.
2. Bills: Hamco Flagpoles & Flags $19,550, Eversource Oct $40.15, Nov $42.36, ICCFA $110.00 and Pine Grove water $482.66.
3. Deeds: Charles & Linda Czech for 74 C & D Nickerson Ave in Evergreen Cemetery for $1,600.00, Edla Wilson for 189 Pond Grove in Island Pond for $500.00, William & Adele Hooper for 215B Peace Avenue in Evergreen for $550.00, James & Gina Goodwin for 7 graves, 44 B, C, D, 56 B, C, D and 75A Nickerson in Evergreen Cemetery for $5,600.00.

Need to add Signs for the Harding Ryder Cemetery and Smith Cemetery, update the sign to Lothrop to have simple sign under Conservation Trust and smaller sign for Cemetery at graves.

Research speed bumps for Evergreen Cemetery roadway.

Go out to BID for the Tree Removal for the Harwich Cemeteries.

Town website page. The Commission would like to organize the navigation to better serve the public.

Next meeting will be January 4, 2024

Cindy made a motion to adjoin at 11:11 and it was seconded by Robert meeting was adjourned.