

Cemetery Commission

Minutes of the Meeting – Monday August 2, 2017

The meeting of the Harwich Cemetery Commission was at 100 Oak Street, Harwich. Glass Room in COA, Commissioner Chair Cynthia Eldredge, Commissioner Paul Doane and Administrator Robbin Kelley were in attendance.

Meeting Called to Order at 8:18 a.m. by Cynthia Eldredge.

Approval of the Minutes

Paul Doane makes motion with changes to the minutes of June 26, 2017 and it was seconded by Cynthia Eldredge.

Correspondence from Town Hall & Associations

1. Monthly Revenue Reports FY2017 year to date for May 19 and June 14 of 2017.
2. Email from Sandy Robinson on weekly reports for the Board of Selectmen.
3. Kathleen White of Eversource on Electric Service for the Pet Burial Grounds.
4. Paul Doane makes a motion to have a reviewed the cemetery accounts Revolving/Lot Sales, Perpetual Care and Pine Grove Accounts, it was seconded by Cynthia Eldredge He will schedule a meeting with Town Treasurer and Town Account to go over balances.
5. Paul Doane makes a motion to have Robbin Kelley check into the possibility of the Cape Cod Technical High School to install a privet hedge at pet burial grounds, it was seconded by Cynthia Eldredge.
6. Paul Doane make a motion to submit a BID packet for the stamped concrete pathways in pet burial ground with complete project and it broken into segments if cost is prohibitive, it is seconded by Cynthia Eldredge.
7. Paul Doane makes motion for Commission members as well as Robbin Kelley to come up with names for the Pet Burial Grounds by next meeting for review, it was seconded by Cynthia Eldredge.
8. Letter from Christine B. & James F Walker on the return of lot 105R Oak Avenue to the Town. Cynthia Eldredge makes the motion to take back lot and submit paperwork for reimbursement. It was seconded by Paul Doane.
9. Email from Carol Coppola on Document Management/Retention.
10. Email from Sandy Robinson on Department Head Meeting and CPC Articles for 2018 Applications. Robbin Kelley will be working on the Mount Pleasant Cemetery Preservation of the memorial stone.
11. Pre-Planning Seminar upcoming date. October 2nd we will be having luncheon, with 14 speakers. Robbin Kelley will do public outreach on channel 18.
12. Email from Judith Davis on Bird Watching Tours in Island Pond.
13. Police Report on incident at North Harwich Cemetery, Post and Rails Damaged. No vehicle cited hit and run. Paul Doane makes motion to have a work order put in to fix the

- fence rails, if Highway Department is unable to do the work then he will approve Henry T. Crosby & Son for \$1,575.00, it was seconded by Cynthia Eldredge.
14. Children's Memorial in Island Pond improvements and recommendation by Jim Stratton, Cemetery Foreman. Cynthia Eldredge makes motion to review Children's Lot with Link and to discuss rules and regulations, it was seconded by Paul Doane.
 15. Email from Paula Champagne on signs posted at the North Harwich Cemetery.
 16. Email from Judith Davis on possible bird watching tours for next summer in Island Pond Cemetery.
 17. Letter from Pleasant Bay Watershed Sewer Program to Cemetery Department.
 18. New Deed for Richard N. & Elizabeth A. Roy in Island Pond Cemetery for 50C Cranberry Avenue (4 graves) for \$3,200.00.
 19. New Deed for Chester A. Robinson for 119 Cedar Avenue (Graves 2, 3, 5 & 6) in Mount Pleasant Cemetery for \$3,200.00.
 20. New Deed for Steven J. Lederman & Marilyn Jasper in Mount Pleasant Cemetery for 93 Elm Avenue (Grave #2) for \$800.00.
 21. New Deed for Charles James Platanitis in Pine Grove Cemetery for 374 Hemlock Avenue (Grave #4) for \$800.00.
 22. New Deed for Kevin & Beryl Daley in Island Pond Cemetery for 34NR Cranberry Avenue (Grave #6) for \$800.00.
 23. New Deed for Steven H & Kimberly J Conner in Island Pond Cemetery for 9R East Main Avenue East (Graves 2 & 3) for \$1,600.00.

The meeting was adjourned at 10:03 A.M.

Respectfully Submitted,

Robbin Kelley,
Cemetery Administrator