

Cemetery Commission

Minutes of the Meeting – Monday September 19, 2016

The meeting of the Harwich Cemetery Commission was at the Cemetery Office 273 Queen Anne Road, Harwich. Commissioner Chair Cynthia Eldredge, Commissioners Wilfred Remillard and Administrator Robbin Kelley were in attendance.

Meeting Called to Order at 8:31 a.m. by Cynthia Eldredge.

Approval of the Minutes

Wilfred Remillard approved the minutes of August 29, 2016 and it was seconded by Cynthia Eldredge.

Correspondence from Town Hall & Associations

1. Letter from Sandra J Novaresi on Grandparents lot in Island Pond with regards to maintenance of shrubs planted on lot. Email and Letter was written to Mrs. Novaresi stating the Rules and Regulations. Section III Maintenance of all plantings and maintenance and removal of all plantings and holiday arrangement placed by a lot owner, or designee, is the responsibility of the lot owner, and the Cemetery Commission reserves the right to remove any planting that become unsightly.
2. Letter from David Zeni requesting that a tree on his burial lot in island pond be removed before upcoming internment services. Wilfred Remillard makes the motion to put in a work order to have the tree removed by the highway department, it was seconded by Cynthia Eldredge.
3. Email to Donna Molino and Paul Sweetser on the Kelley Cemetery Deeds.
4. Email to Amy Duffy on the follow up on the RBC Wealth Management with regards to the Pine Grove Cemetery Funds held in the unclaimed funds. Amy Duffy has spoken to RBC and their legal department will contact her with instruction of transfer of the funds.
5. Email from Ann Steidel on Utility Hearing at Town Hall for 10 Island Pond Road on September 15 at 10:00. Robbin Kelley will contact and make sure that we are notified if street closer is needed so that we are told in advance for the scheduling of funerals.
6. Article in Cape Cod Chronicle on the Cemetery Tour at Pine Grove Cemetery on September 24 at 1:00 p.m. Robbin Kelley will notify the maintenance department.
7. Internal Control Procedures over Departmental Expenditures FY2017 Per MGL Chapter #41 s/s/58.
8. Wilfred Remillard makes motion to plant new trees in the areas hardest hit with new shade trees on West Main Avenue at the end of the Pine Avenue South and South Avenue South. It is seconded by Cynthia Eldredge. Robbin Kelley will check with Richard Berube, tree warden to see what he recommends and will purchase in the spring of 2017.
9. Wilfred Remillard makes the motion to extend the water in Island Pond so that the trees will be able to be watered. It is seconded by Cynthia Eldredge.
10. New Deed for Julie Diane Weisman Lindahl, Lot 425 Pine Avenue South (Grave #2) in Island Pond Cemetery for \$900.00.
11. Bills Eversource \$62.56, Payroll for Robbin Kelley.

The meeting was adjourned at 9:03 A.M. Next Meeting will be October 31, 2016.

Respectfully Submitted,

Robbin Kelley,
Cemetery Administrator