

Cemetery Commission  
Minutes of the Meeting – May 21, 2021

The meeting of the Harwich Cemetery Commission was a virtual meeting videotaped with GoToMeeting Access Code 749-013-261, Commissioners Cynthia Eldredge, Robert Thompson, and Administrator Robbin Kelley were in attendance.

Meeting Called to Order at 8:03 a.m. by Robbin Kelley. Today we have our Grand Opening of the Marceline Arboretum from 10 to 2. After a brief Cemetery Commission meeting, we will be meeting down at the cemetery. Governor Baker will be lifting the COVID orders and we will be able to meet face to face. The April minutes were not typed in enough time for the meeting so we will have to approve them at our June meeting.

1. Email from Wendy Tulloch, Assistant Town Account: Review of year-to-date balances. We do have a lot of bills that will be coming in for the spigots that are being installed at Island Pond. The DPW has also contacting companies for repairing the pavement at Mount Pleasant and Island Pond from tree damage from roots. We should be receiving them back by the next meeting and hopefully will be moving forward at next month's meeting.
2. Dan Pelletier, from Harwich Water Department, made a map of the James G. Marceline Arboretum with tree locations. The administrator will place the map on the Town Website. Yesterday Administrator went out with Russ Norton, Cape Cod Cooperative Extension Educator to verify map and tree placement. He identifies several different species that we not already on the map, which will need to be updated. The administrator did reach out to Dan Pelletier to maybe update the map to have all the trees identified with a green circle, we might want to have all the evergreen trees green and other leaf trees and shrubs be a different color.
3. Cemetery Mapping Software was emailed over to Griffin Ryder and Meggan Eldredge they are the procurement team, and it has all been signed off and the vendor has secured the marcelinearboretum.org domain name this will have all the data on the website. All the images will be placed on the website link will be placed on Town Website, we originally went to Town Meeting to ask for \$30,110 winning bid was \$28,700, and hosting was under the \$7,000 at \$6,800 all documents were in the packet for review. Once the website is up family members can send in obituary, photos, or stories.

Old Business:

4. Update on the CPC Articles: The Town Meeting approved the Veterans Memorial Circle at Evergreen. The funds will be available after July 1st. The administrator will be going out to BID this will have to go thru the same procurement process and would like to get it started as soon as possible so that we can have Veterans Day Services at the new Veterans Memorial Circle. Many of the residents are very sad that we will not be doing any Memorial Day Services this year due to the COVID guidelines and we were unaware that they would be lifted the day before. Shawnee Carroll our Veterans Agent for the Town said that all Memorial Day Services would be virtual this year. We will be uploading our Veterans Scavenger Hunt which we will be updated and posting on the Town Website for families to do together on Memorial Day in any cemetery. We would like residents to find a veteran for each war and identify the veteran that they found. East Harwich Gravestone Conservation had been indefinitely postponed due to a lack of legal opinion on ownership. We just wanted an agreement to work on the grounds. The administrator will reach out to the Town Administrator on how to proceed with this project as the memorials are in need of repair and we would like to move forward with this article for next year's Town Meeting.
5. Pine Grove CPC Article from 2020 Town Meeting: I have sent over all documents to Griffin Ryder and Meggan Eldredge and it should be going out to BID.
6. Update on the Civil War Veterans: I have 30 pages left in the book. Some of the Veterans that are buried in our cemeteries were registered in Dennis but buried here in Harwich. They cannot be listed on our memorial; I will reach out to other agencies to see how we can honor those Civil War Soldiers. I would like to publish

the list so that we can make sure that we are not missing any of the Veterans. There are a lot of “Hardwick” locations in the book and just want to make sure not transcription error and there are a lot of soldiers who don’t have a record of their town just has a dash for unknown.

7. We have three tours that are going to be taking place: The Grand Opening which is today, Annual Tree Tour which is June 9th 11 to 1 and we partner with the Garden Club members will be assigned different locations around the grounds talk about trees, different shrubs, and wildlife habitat. Then the Art in the Arboretum, Administrator is working with artists and musician, already has a Celtic group, possible piano, and ten different artists who will be either painting, sketching, or displaying their artwork. The administrator has reached out to Cindy William with the Chamber of Commerce. Erica at the Cultural Art Center will be reaching out to the local artists in the building. Emily Milan from the Brooks Library is interested in helping us with a coloring book of the artwork that has been done with the sketching of the leaves for the tree tags.
8. Veterans Day brochure has already been discussed but we will be distributing the brochure for visitors to remember of Veterans.

#### Other Business

9. Deeds I will need the commissioner to sign off on new deeds Daluze and Kahn, Stifflemire both in Island Pond.
10. Bills: We have two new Royal Raindrop Crabapple Trees from the Farm in Orleans the DPW planted them for us, Steven and his wife Kim Conner went to Agway and picked out all the shrubs and the tree of us planted the rest of the entrance. We also have bills from Site One and want to thank the DPW for doing all the irrigation, we saved a lot of money by having them install this in-house. The bills will probably not be scanned in until Monday, I have two funerals on Saturday in Mount Pleasant and one in Island Pond and then I will scan them in and send them to you.
11. Cindy would like to have Link come to a meeting, at the department head meeting Link had addressed the issue that they had no one apply to work for summer help and Carol Coppola suggested that their pay be raised people are being paid \$17 and \$18 per hour to bag groceries at the supermarket and that is the same amount of money they would be getting to mow and weed whack all day. It is hard to get someone to do physical labor outside at that pay. I will send him an invitation to be at one of our meetings.
12. AmeriCorps application is due today and I will be submitting to have a member for next year to have 3 days a week.
13. When Russ Norton was at the cemetery, he was doing some core samples to see how the drought conditions, he is recommending that we don’t plant any trees this summer and plant until the fall. We still can start the bid process and what type of trees we want to plant in the cemeteries with the funds transferred from the Perpetual Care at last year's Town Meeting.
14. In the packet, I have included a drawing of a new garden for the back of the cemetery which was submitted by Marcy Ford. She had been donating her expertise to us and wants to help develop the garden.
15. We will be meeting down at the Cemetery with the AmeriCorps members for the Grand Opening. They will be assisting us with the visitors touring the grounds.

Cynthia Eldredge make motion to adjourn at 8:30 A.M, it was seconded by Robert Thompson, and it was unanimous vote.

Respectfully Submitted,

Robbin Kelley,  
Cemetery Administrator