

**Cemetery Commission Meeting  
Harwich Community Center  
Channel 18, 100 Oak Street  
September 7, 2023**

The meeting of the Harwich Cemetery Commission was held at the Harwich Community Center, 100 Oak Street, Harwich and was taped. Commissioners Steve Conner, Cynthia Eldredge, Robert Thompson, Administrator Robbin Kelley and Jim Stratton, Cemetery Foreman were in attendance.

Steven Conner called the meeting to order at nine o'clock.  
Going to take Jim out of order, so that he will be able to get back to work.

Robert Thompson makes motion to approve price quote from Blue Flax Design for Management of Invasive Species at Mount Pleasant and Island Pond for \$14,615.11 it was seconded by Steve Conner and was unanimous.

Take out of order Bank Street Cemetery Jim stated he has only mowed three times and just brush mowers it when it looks bushy. Commissioner will reach out to Warren Nichols for advice as to how to keep low maintenance.  
Street signs for cemeteries were discussed. Cindy Eldredge makes motion to table the signs until the November meeting it was seconded by Robert Thompson and was unanimous.

Email from Mass Cemetery Association Annual Field Day Thursday September 28, 2023. Jim will check with Pete to see if he would like to attend.

Approval of the minutes of April 11 and August 16. Robert makes motion to approve, and it was seconded by Cindy and was unanimously approved.

Email from Sue Paist from ArbNet official letter of congratulations and new certificate for Level II Accreditation.

Also was mailed to Mary Anderson our official letter with certificate included in the packet.

Letter from Michael Andranovich from AmeriCorps with placement for YR25 member. Three days a week to be shared with Amy Usowski, Conservation Administrator.

AmeriCorps is requesting any additional projects that the commission would like to submit. Discussion on Smith Cemetery, Bank Street Cemetery, Garden Entrance, Gazebo at Evergreen.

Email from Emily Mitchell, Town Clerk on public records request for 265 Great Western Road. Discussion on Housing Development going on Great Western Road. The Cemetery Department has no records on this property.

Approved at October 5, 2023 Cemetery Commission Meeting.

Reorganization of the commission members.

Cindy makes a motion that Steve was going to continue to serve as Cemetery Commissioner it was seconded by Rob and was unanimous.

Up to date totals for Revolving Account and Cemetery Budget. The total is \$102,035. Encumbered is \$2,760 for Pine Grove fence, Hardscape for Veterans Circle \$41,000

Perpetual Care Account. Discussion on conversation with Barbara from Rockland Trust handling the Perpetual Care funds for the Cemetery Commission. Rob will create a worksheet with the fund expendable balances.

Veterans Memorial phases discussion on installation of the flag's poles and granite for the Memorial Circle should be completed in time for the Veterans Day Ceremony. We will need an electrician to install the lights and connect to the service. Four lights will light up the American Flag only.

The opening ceremony will be on November 11 at 11:00. The Marine Corp of Cape Cod would like to do the color guard. We will need to plan who will raise each of the branches to raise the looking for the oldest veterans in Town. Would like them to be in uniform. Boy Scouts & Girl Scouts, and Eagle Scout.

The Town of Brewster requesting Robbin, Administrator to attend their historic commission meeting. She will be attending.

New Donation Form was created with the help from Jen Anderson. Steve makes a motion that we use the new Donation Form, it was seconded by Rob and was unanimously approved.

Other old business: Robbin purchased new hose \$45.99, to water the plantings at the cemetery.

Bills: American Red Cross they must be CPR certified. Eversource July 58.09 Aug 22.88 purchased five new trees Lo Tide Farms \$820.00.

Received an email from Cape Cod Regional Tech Horticultural teacher Stephen Dolan will be contacting me so that the students can use the Marceline Arboretum for a learning classroom.

DEEDS: Bevalyn Johnson for 15 Neptune grave #5 in Island Pond for \$800.00, Kevin & Beryl Daley for D12S West Main grave #3 in Island Pond for \$800.00, Beverly O'Connell & Beryl Daley Transfer from 527 Cross Road Ext graves 4 & 5 for D12S West Main grave #6 and D13S West Main grave #4 in Island Pond, Rita Dunkin for 13 Neptune grave #9 in Island Pond for \$900.00, Dawn Dunkin & Doug Emerson for 13 Neptune grave #10 in Island Pond for \$900.00

Approved at October 5, 2023 Cemetery Commission Meeting.

Discussion on holding a pre-planning seminar will be organized with Julie Witas from the Council on Aging.

Old Business: Rob would like to revisit the minutes' discussion on transcription services.

Next Meeting will be October 5<sup>th</sup> at 9:00 AM.

Cindy would like to address the Evergreen Cemetery sign looks awful unfortunately I think with the Hardware's attached at the top the streaks coming down the sign this is the Route 137.

Rob makes motion to adjourn at 10:15 it was seconded by Cindy and was unanimous.