



CITY OF SALEM,  
MASSACHUSETTS  
CEMETERY COMMISSION

98 WASHINGTON STREET - MAILING  
ADDRESS

SALEM, MASSACHUSETTS 01970

TEL. (978) 745-0195

FAX (978) 741-7041

KIMBERLEY DRISCOLL  
MAYOR

PATRICIA DONAHUE, ANTHONY O'DONNELL,  
GORDON WILKINS, MARY ANNE SILVA,  
RON HARRISON  
**BOARD MEMBERS**

**CEMETERY COMMISSION MINUTES**

**Monday, April 23, 2018, 6:30 PM**

**Call to Order:** Meeting was called to order at 6:35 p.m.

**Role Call:** Pat Donahue, Anthony O'Donnell, Gordon Wilkins, Ron Harrison, Mary Anne Silva. All in attendance.

**Minutes of February 27, 2018 Meeting**

Anthony O'Donnell made a motion to accept the minutes of the February 27<sup>th</sup> meeting, Pat Donahue seconded. AIF.

**Price Increases for Burials:**

Kelly Ryan provided the Commission with the proposed price increase list. The last price increase was in 2014.

After discussion, Pat Donahue made a motion to accept the changes in funding for cemetery expenses including that Greenlawn Cemetery will no longer accept personal checks. Seconded by Gordon Wilkins. AIF with Anthony O'Donnell abstaining. The pricing change is effective May 1, 2018 and Kelly will make changes as voted on and email Commission members the new price list and an example of the letter which will be sent to funeral directors. (Price list effective May 1, 2018 (Attachment 1) and example letter (Attachment 1a)

**Greenlawn Cemetery Cleanup April 1, 2018:**

With the inclement weather, cleanup began April 15, 2018 and was posted in the Salem News. The rules of etiquette are conspicuously posted in Greenlawn Cemetery in both English and Spanish and site owners are given a copy of these rules at the purchase. The Cemetery Commission requests that the Rules of Etiquette be enforced by the Assistant Director, Sean McCrea and his employees.

A notice posted on the bulletin board outside the cemetery office was suggested. If workers encounter problems they can suggest a letter be sent to the Cemetery Commission..



CITY OF SALEM,  
MASSACHUSETTS  
CEMETERY COMMISSION

98 WASHINGTON STREET - MAILING  
ADDRESS

SALEM, MASSACHUSETTS 01970

TEL. (978) 745-0195

FAX (978) 741-7041

KIMBERLEY DRISCOLL  
MAYOR

PATRICIA DONAHUE, ANTHONY O'DONNELL,  
GORDON WILKINS, MARY ANNE SILVA,  
RON HARRISON  
**BOARD MEMBERS**

**Dog Ordinance Signs in Broad Street**

Status: DPW is unable to produce the signs because of lack of manpower. Commission Members reinforced the necessity for posting the city Ordinance.

**Status of New Fountains for Fountain & Sargent Pond**

Sean planned on using the Meldon Funds to purchase the fountains. He is unsure the amount of money available for the purchase and is waiting to hear from the City Clerk. He would need to request the funds be released in order to purchase. The quotes for both Fountains is \$15,346. Sean said this was the lowest bid. Life cycle about 15-20 years.

Mary Anne will draft a letter to the Clerk of the Trust Fund Commission to request availability of funds, an annual report from the Trust Fund Commission, and a person from the Commission to attend a Cemetery Commission meeting.

**Status of Final Bill for Mr. Cheney**

Closed. Not discussed at last meeting.

**Status of Searchable Program for the Public**

It will be available at the online services portion of the Salem Website. The green light was given today for IT Person (Jamal) to work with Boston Scanning to have this program uploaded. Completion date unknown.

**Security Cameras**

One camera is inside Greenlawn Cemetery and the City of Salem has 2 on Sargeant St. Broad Street has a definite need for them.

Charter Street also may need them. Mary Anne will contact Erin Schaffer for her availability to attend an upcoming meeting to review the Charter Street Cemetery Plans.

**Tree Maps**

Tabled for now.

**Cemetery Benches**



CITY OF SALEM,  
MASSACHUSETTS  
CEMETERY COMMISSION

98 WASHINGTON STREET - MAILING  
ADDRESS

SALEM, MASSACHUSETTS 01970

TEL. (978) 745-0195

FAX (978) 741-7041

KIMBERLEY DRISCOLL  
MAYOR

PATRICIA DONAHUE, ANTHONY O'DONNELL,  
GORDON WILKINS, MARY ANNE SILVA,  
RON HARRISON

**BOARD MEMBERS**

Benches can not be used as memorials which is against Cemetery Rules.

**NSCC and Essex Tech Seasonal Workers**

NSCC students have completed the application process and should be starting in the next 2 weeks. They will focus on the horticultural in Greenlawn. Monitoring the students will be done by Katie and Sean. Katie will be assessing their work.

**New Contract for Burial Services**

Tom Watkins is responsible for posting the request. Posting is up for 2 weeks, Mary Anne will request a copy to have in our records.

**Letter of Support for CPA Funding**

Pat gave Gordon a copy of what Christine is looking for. Christine will explain what she wants at the next meeting.

**New Business**

**Plantings around Sargeant Pond**

Today Sean took a walk with Salem Sound Coast Watch. The NSCC students and Bates students will be doing some wetland plantings along Sargeant Pond.

**Review Cemetery Rules, Regulations, and Policies to Update where needed**

Mary Anne will send a link to all members so they will have a copy to discuss at our next meeting.

**Retention of Cemetery Physical Records**

Gordon and Sean will review the records held in the basement wearing appropriate attire. Records will be damp and musty when brought out of the basement. Sean is aware that the State Record Retention list will need to be reviewed prior to discarding any records.

**Fishing in Greenlawn Cemetery**



CITY OF SALEM,  
MASSACHUSETTS  
CEMETERY COMMISSION

98 WASHINGTON STREET - MAILING

ADDRESS

SALEM, MASSACHUSETTS 01970

TEL. (978) 745-0195

FAX (978) 741-7041

KIMBERLEY DRISCOLL  
MAYOR

PATRICIA DONAHUE, ANTHONY O'DONNELL,  
GORDON WILKINS, MARY ANNE SILVA,  
RON HARRISON  
**BOARD MEMBERS**

Fishing continues to be a problem in the cemetery. There is a city ordinance regarding no fishing. Sean will reach out to a sign maker to design a sign to make the ordinance public. Currently, police have increased patrols.

Sec. 16-110. - ***Fishing***; penalty for violation.

***Fishing will not be allowed in Greenlawn Cemetery, and any violation shall be liable to a fine not exceeding \$50.00.***

**Liaison For Cemetery Commission**

Mayor Driscoll will look for a liaison within the City to assist the Commission with contacts, information, etc. Sean is also willing to provide us with assistance.

**Anticipated Future Usage for Greenlawn Burials**

For the next Commission meeting, Sean will:

- Provide a lot inventory based on sales for the last 5-10 years
- When was the Berk lot opened and surveyed
- How many lots remain before another section needs to be opened.
- Columbarium possible

**Algae Growth on Sargeant Pond**

Charlie Lipson discussed the excessive algae growth at Sargeant Pond caused by duck and goose poop. There are two areas contributing to this problem. He suggested a small sign at each site to discourage the excessive feeding. (Attachment 2a, 2b, and 2c)

Motion to adjourn by Pat Donahue, seconded by Gordon Wilkins. AIF. Adjourned at 8:48 PM.

Next Scheduled Meeting: Wednesday May 23, 2018 at 6:30 pm

Respectfully Submitted,  
Mary Anne Silva

**Greenlawn Cemetery  
Price Schedule  
Proposal**

*Attachment 1*

	5/1/2018	
<b><u>INTERMENTS</u></b>		
Adult Opening	850.00	
Cremation	450.00	
Fomer Resident <b>w/ Permission</b>	1,125.00	
Fomer Resident <b>w/ Permission</b> CR	550.00	
Stillborn or Infant Opening	100.00	
Double Deep Openings, where applicable	1,500.00	
<b>Additional Charges:</b>		
Saturday & Holiday Interment (including CR)	500.00	
Opening Charge after NOON Friday for Monday Interment Before NOON.	350.00	
Late Arrival Monday through Saturday after 2:00pm	500.00	
<b><u>SALE of SINGLE GRAVES &amp; LOTS</u></b>		
One Single Grave (w/ Perpetual Care) (ea. grave \$600.00, Plus \$350.00 PC)	950.00	
Fomer Resident <b>w/ Permission</b> (per grave)	1,575.00	
<b><u>CEMENT BURIAL CONTAINERS</u></b>		
Cement Burial Box 30"	400.00	
<b><u>FOUNDATIONS</u></b>		
Per Square Foot	175.00	
Grass Markers 2' x 1' or Less	175.00	
Minimum Charge	175.00	
Charge for Setting Veterans Markers:		
Veterans Lots Only	0.00	
Private Lots	100.00	
<b><u>TENT &amp; CHAPEL</u></b>		
Use of Chapel Tent	250.00	
<b><u>OTHER CHARGES</u></b>		
Re-use Charge (use of grave 2nd time)	500.00	
Perpetual Care Must be Paid on Older Graves Before Opening, Including Cremation	350.00	
Welfare - <b>Salem Residents Only - NO MARKER</b>	1,200.00	Liner included
Veterans' Grave - Free, <b>Salem Residents Only</b>		
Perpetual Care	350.00	
Opening - Full	850.00	
Opening - Cremation	450.00	
Burial Box	400.00	
Dis-Interment & Re-Interment Within the Cemetery (Plus Charge for Burial Box)	1,500.00	
Dis-Interment & Removal From Cemetery	900.00	
"Imitation" Burial Set-Up	125.00	
<b>All Openings, Including Cremations, Require 24-Hour Notice</b>		

**Greenlawn Cemetery  
57 Orne Street  
Salem, MA 01970  
tel: 978-745-0195  
fax: 978-741-7041**

Printed: 5/13/2018



*Attachment 1A*

CITY OF SALEM,  
MASSACHUSETTS  
CEMETERY COMMISSION

98 WASHINGTON STREET - MAILING

ADDRESS

SALEM, MASSACHUSETTS 01970

TEL. (978) 745-0195

FAX (978) 741-7041

KIMBERLEY DRISCOLL

MAYOR

PATRICIA DONAHUE, ANTHONY O'DONNELL,  
GORDON WILKINS, MARY ANNE SILVA,  
RON HARRISON

**BOARD MEMBERS**

April 25, 2018

Berube & Sons Funeral Home  
191 Lafayette Street  
Salem, MA 01970

**RE: CEMETERY SERVICES – PRICE SCHEDULE CHANGE  
EFFECTIVE MAY 1, 2018**

Dear Sir or Madam:

Effective May 1, 2018, charges for some of the services at Greenlawn Cemetery and all other cemeteries owned and operated by the city of Salem will moderately increase. Please refer to the enclosed price sheet for details.

Should you have any questions or concerns regarding this matter please contact the office of Greenlawn Cemetery at 978-745-0195.

Sincerely,

Kelly Ryan  
[KRyan@salem.com](mailto:KRyan@salem.com)  
Administrative Assistant

24

# Please... don't feed waterfowl.



## REGULAR FEEDING CAN CAUSE:

- Poor nutrition
- Spread of disease
- Unnatural Behavior
- Pollution
- Overcrowding
- Delayed migration

Many people enjoy feeding waterfowl, but the effects of this seemingly generous act can be harmful. If you care about waterfowl, please stop feeding them ... allow them to return to their natural habits.

Support Federal, State, and Private Organizations and their efforts to conserve waterfowl and their natural habitats.



**MassWildlife**

"Balance the needs of wildlife with the needs of people."

discouraged, for those who insist anyways, it is far preferable to feed foods consistent with a natural diet such as cracked corn or triple-duty game-bird chow.

5. Feeding waterfowl can lead to disease among waterfowl populations. Feeding of waterfowl can lead to aggressive behavior towards humans, especially among geese. Unconsumed bread and other "human foods" remain on the ground as nothing more than unsightly litter. Finally, waterfowl habituated to human handouts are more likely to take up residence and less likely to be successfully driven away from locations such as golf courses where they may not be welcomed by the human occupants. When such conflicts occur, it is inevitably the wildlife that loses in the end.

**\*\*Portions of this document taken from Massachusetts Audubon Society "Feeding Waterfowl" article.**

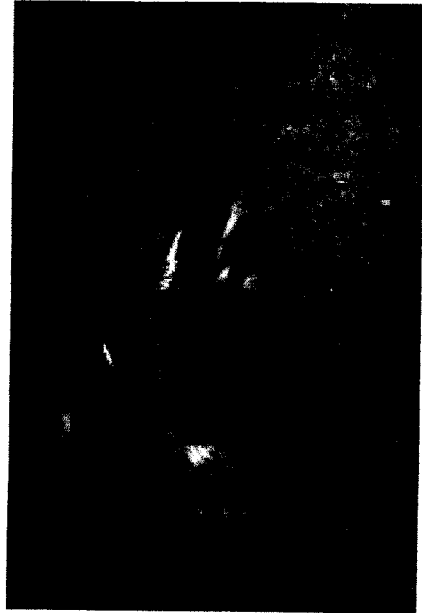


Photo © Don Baccus



## Audubon Society of Portland

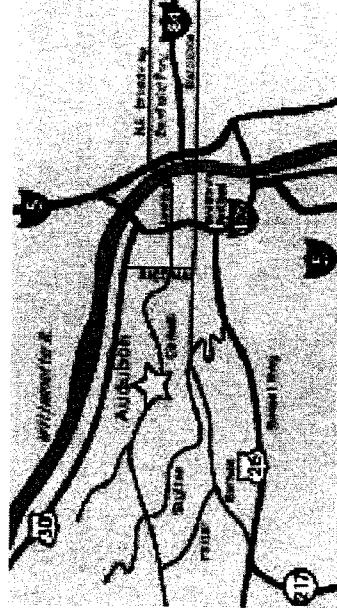
### Wildlife Care Center

5151 NW Cornell Road

Portland, OR 97210

Phone: 503-292-0304

9 am-5 pm - 7 days a week 365 days a year



### Administration Offices

Phone: 503-292-6855

Fax: 503-292-1021

Hours: 9 am to 5 pm, Mon-Fri

### Nature Store

Phone: 503-292-9493

Hours: 10 am to 6 pm, Mon-Sat  
10 am to 5 pm, Sun

### Sanctuaries

Every day, dawn to dusk

### Rare Bird Alert

Phone: 503-292-6855

[www.audubonportland.org](http://www.audubonportland.org)

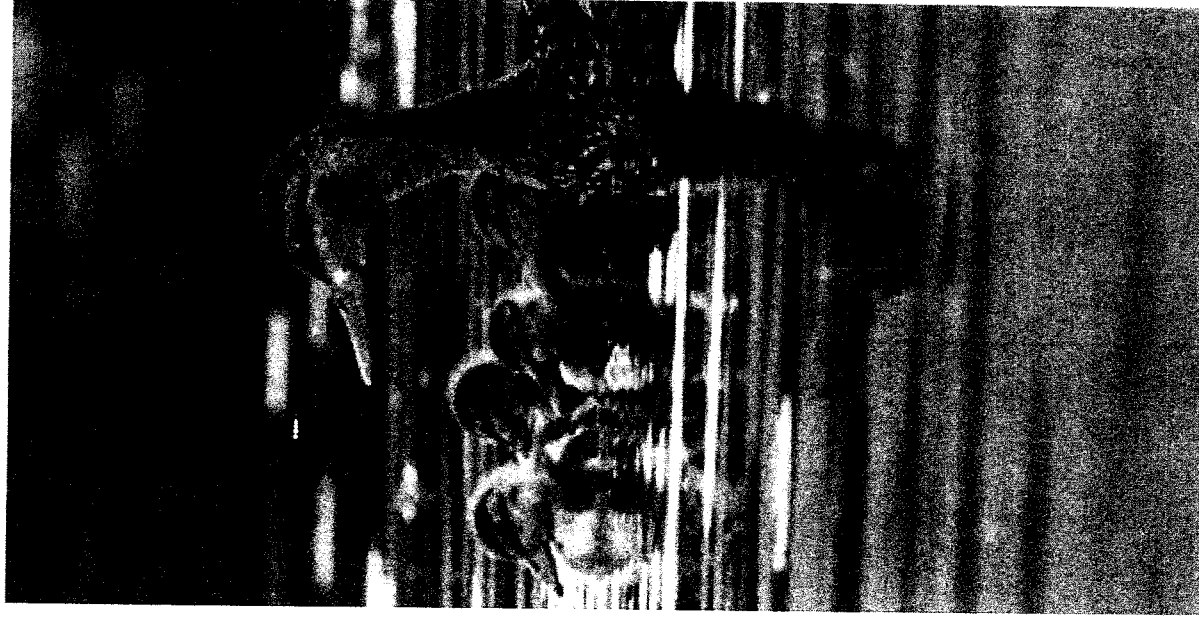


Photo © Jim Cruce



Living with Urban Wildlife

**Please Don't  
Feed the Waterfowl**



# Feeding Waterfowl

## FEEDING WATERFOWL

Feeding waterfowl can create many problems for the birds as well as for the environment. This practice is discouraged by Audubon Society of Portland. The notion that waterfowl cannot survive without human intervention is false. Ducks and geese have survived for thousands of years without handouts, and today many species of waterfowl are thriving. In fact, many of our urban parks are now over-populated with ducks and geese. Please enjoy our local waterfowl but view them from a distance and respect their wildness. By doing so, you will provide them with their best chance for survival.

### Reasons not to feed waterfowl:

1. Feeding waterfowl can quickly lead to overpopulation problems at small urban and suburban parks. Left on their own, ducks and geese will occupy areas that provide sufficient natural food. When local resources are low or depleted, individuals will move to new locations. Increasingly, our urban and suburban parks are home to year-round resident populations of waterfowl that remain static because of the endless food

supply provided by well-meaning humans. Many of our parks are plagued with sick and injured ducks that are a direct result of the intensive aggression and competition that occurs when waterfowl populations become concentrated. The Care Center receives dozens of severely injured female ducks each spring that have been attacked by gangs of aggressive drakes (male ducks). We also receive dozens of reports each spring of female mallards nesting far (sometimes more than a mile) from the nearest water source. This is a direct response to their inability to successfully incubate and raise young in our overpopulated parks.

2. Feeding waterfowl can lead to severe habitat degradation. Providing food quickly attracts concentrations of waterfowl beyond what the natural ecosystem can support. Large concentrations of waterfowl can reduce water quality and de-vegetate natural areas. Concentrating large populations of waterfowl into small natural areas is not a sustainable strategy. As numbers increase, natural forage will decrease and individuals will only become more dependent upon handouts.

3. Feeding can cause waterfowl to lose their natural fear of humans. For many wild animals, survival is



Photo © Jim Cruce



contingent upon maintaining a healthy fear of humans. Feeding waterfowl can quickly cause them to lose their instinctive sense of fear. While the food provider may have the best of intentions, the ducks still have to survive in a world filled with hazards. In an urban landscape full of dogs, cats, cars, and people, the duck or goose that maintains its innate wildness ultimately has the best chance for survival.

4. Feeding waterfowl can lead to dietary and nutritional problems for the birds. The age-old practice of feeding ducks and geese stale bread, pastries, cookies, and various other assorted types of junk food can cause significant health problems for these birds. Even when fed fresh, these highly processed foods provide little or no nutritional value and may actually contribute to starvation among waterfowl. Moldy foods can impact their health just as it does our own. Ducks and geese are far better off building their reserves by moving from location to location in search of a healthy natural diet than they are living on foods that we would never consider feeding to our children or our pets. Although all feeding is