



CITY OF SALEM, MASSACHUSETTS
DEPARTMENT OF OPEN SPACE
Cemetery – Shade Tree – Open Space

Kimberley Driscoll
Mayor

57 Orne Street
Salem, MA 01970
Phone: 978-745-0195
Fax: 978-741-7041

Ronald Malioneck
Superintendent of Cemeteries

CEMETERY COMMISSION MEETING MINUTES

June 14, 2016

A meeting of the Cemetery Commission was held on Tuesday, June 14 at 6:30 p.m. at 120 Washington Street. Members present were: Roberta Clement, Patricia Donahue, Ruth Kapnis, Joanne Mizioch. Ron Malioneck, Assistant Director of Public Services and Christine Lutts of Friends of Greenlawn were also in attendance. Absent was board member Anthony O'Donnell.

Motion was made and seconded to accept minutes of Secretary's Report as read.

NEW BUSINESS:

Erin Schaeffer from the Planning Department is in charge of plans for stone restoration and renovation of Charter Street Cemetery. She introduced Martha Lyons who delivered a very informative slide presentation for landscape design in the Charter Street Cemetery. The goal of this project is to upgrade the cemetery landscape which has suffered "wear and tear" over the years

- **Perimeter fencing** -mixed quality and materials.fencing along Charter street was mounted on granite and the pickets are doweled and mortared into the wall. Most of the fence is in good condition but paint is beginning to chip off. Hopefully this fence can be preserved. In poor condition is old, green vinyl chainlink fencing along the west side of the cemetery. Along the open, visible edge, the proposal is to replace it with steel picket fencing and the chainlink fence that abuts buildings would be replaced with black vinyl chainlink fencing with plantings.
- **Entrance access problems** - not up to code. Plans are to close the pedestrian gate so people won't be bumping into tombs, utilize the vehicular gates and narrow the entry pathway creating a much more stable entrance (grading each side and filling in with plant material. Pathway would be lined with granite bollards and steel chains to define edges and make it clear to people where they should walk.This process will help preserve the longevity of the tombs.The secondary entrance is located at the Witch Trials Memorial. The steps will be replaced with a gently sloping walkway making it accessible to all.The same landscaping treatment as the main entrance would be utilized. The makeshift entrance near the wax museum will be closed and replaced with plantings.Any disturbed areas would be replaced with ground cover to eliminate hitting with mowers etc.
- **Circulation and walkways "messy"** –Plans to build a permanent walkway rooted through the cemetery following a lot of the route there now but narrowing it and skirting around headstones and tombs. This will bring people to parts of the cemetery that are inaccessible now. The material for this will be a decomposed granite that is stabilized.



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- **Trees in decline** – Trees add to the dramatic appeal of the cemetery. Five trees are in bad condition, two of which should come out very soon. Only Ashes and oaks are in the cemetery and removal of some trees will be an opportunity to plant some new native species.(tulip,red maple). Evergreens will be used to screen the parking lot of wax museum and industrial buildings. Along the Derby Street wall will be a planting of ornamental flowering trees. Groundcover will be used in difficult mowing areas.
- **Lighting** -Security in the cemetery has been an ongoing issue. Proposal is to install some inground uplighting inside the Charter Street Wall and on inside of Derby Street wall. A proposal to illuminate the canopy of central large oak has met with mixed feelings.
- **Seating** – no resting spots. Seating was discussed and there are opportunities to use some reclaimed granite slabs which would fit in with the age of the cemetery and provide rest along the paths.
- **Signage** – Proposal is to have a simple, historically and aesthetically designed sign to give visitors some historic perspective about the cemetery, welcome them and show rules. A sign would be placed at each entrance.
- **Timeline** 1.The city would like to remove and replant trees in the fall .
2.Upgrade entrances and install pathway and lighting installation at the same time.
3 Steel picket fencing on west side in its own category because of expense. Chain link fencing would be less expensive and could be done at same time.

ARCHITECT PROPOSAL FOR DICKSON CHAPEL PROJECT

Wendall Kelso, architect, thanks to a lift provided to him started his inspection which will include assessment and first phase of work on the chapel which will be **Stabilization**. He stated that there are **5-7 urgent items** that need to be addressed. 1. **Rose Window**(most significant)Whole window has dropped an inch because the sill is completely rotted and now bee filled. Surrounding circles have bowed out an inch. Danger of being destroyed.(he also mentioned side windows were badly buckled but not in danger of falling as is rose window),

2. **Brownstone finial** –stone is in good condition but mortar bond is broken and structure is rocking back and forth. Must be removed, repaired and reset or removed and put into storage.

3. **Floor joice has rotted as it enters the exterior wall** –rot has been limited to close to exterior wall and can probably be treated with a borax to kill the fungus. Occupancy of building should be limited to 20 people or less distributed.

4. **Stone slab outside door on south side near ‘conservatory’** – dropped 2 inches ,broken in center and needs to be shored up.

5. **Vaults that hold steel bars surrounding copper clad chimneys at entrance on west end** –vaults have rusted through.Danger is that they could fall and hurt someone. Suggestion to hire a contractor or have tree people remove.Concern also is what is behind copper



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6. Gutters need to be replaced to protect wood work that has just been completed by Pat Patrick – Aluminum gutters above side doors and side windows (on conservatory side) are much too small to collect water which overflows and will damage new woodwork.

There are a number of issues that need to be dealt with long term and architect will send a report; however the key thing in short term is to make the building safer.

The next meeting will be held on August 9, 2016.

Meeting adjourned at 8:00 pm.

Respectfully submitted,
Ruth Kapnis, secretary