



CITY OF SALEM,
MASSACHUSETTS
CEMETERY COMMISSION

98 WASHINGTON STREET - MAILING ADDRESS
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KIMBERLEY DRISCOLL
MAYOR

RON HARRISON, **CHAIRMAN**
GORDON WILKINS, **CO-CHAIRMAN**
MARY ANNE SILVA, **SECRETARY**

BOARD MEMBERS:
PATRICIA DONAHUE,
ANTHONY O'DONNELL

CEMETERY COMMISSION MEETING

Tuesday December 11, 2018 at 6:30 p.m.

Call to Order: Meeting was called to order at 6:30 pm

Role Call: Ron Harrison, Gordon Wilkins, Mary Anne Silva, Patricia Donahue
Absent: Anthony O'Donnell

Cemetery Staff Attendees: Sean McCrea, Dave Cronin

November 13, 2018 Minutes: Pat Donahue made a motion to dispense with the reading of the November 13, 2018 minutes, seconded by Gordon Wilkins. AIF.

Laurie Giardella, Director of Finance for City of Salem: After discussion on what the Commission is trying to do, budget issues, fixing chapel doors for rental status, etc Laurie has a clearer understanding of the Commission's goals and will sit with Sean to go over funding sources. She will get back to us next month.

Prior to renting, the Commission will need a clear understanding of how rentals will be done, contact person, application process, etc and have a process in place.

Ryan Macione, Co-Chair of Northfields Luminary Committee. The Luminary has been ongoing for about 20 years it consists of a paper bag with sand and a tea candle wrapped in the bag. Streets are lined with luminaria from 5:00 to 9:00 pm. No advertising done outside of the neighborhood. Between 6:00 pm and 7:00 pm they anticipate using the Chapel for caroling. No refreshments will be served. Sean staffs the chapel for opening, closing, rest rooms which comes out of the DPW salary budget. Pat Donahue made a motion to approve the Luminaria Committee's use of the Chapel on December 16, 2018. Seconded by Gordon Wilkins. AIF.

Sean McCrea's Report :

- **Wreaths Across America:** Mark Lovely is looking for someone to run this event in the future. This year he has reduced the wreaths received from 450 boxes to 150 boxes.
- **Clean Up:** Fall leaf clean-up being done currently.
- **Greenlawn Fountains:** Sean is working with the Conservation Commission for their approval to install new fountains at Greenlawn Cemetery. Approval for fountains was never obtained and the Cemetery Commission wants the Conservation Commission's approval before any monies are approved. Item will be removed from agenda until Conservation Commission approval is received.



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- **Greenlawn Fence:** A driver drove through the fence causing damage. Replacement costs are in process of insurance recovery. Sean received a letter from DA John Blodgett's office that if the driver is not fully insured he has been placed in a program which will make the city whole. Status will be updated next month.
- **Engineering work at Liberty Hill Av and Sargent Rd.:** Work is complete they put in an addition to the catch basin grate so excess water can go through a slat. Seems to be working well at present.
- **Howard Street Cemetery:** He is removing a locust tree which is dying as a resident across the street is fearful it will affect her property.
- **Fence Repair at Broad Street:** He has only received 1 bid of about \$8000 and he is waiting for more. This is the wooden fence on the back side which may have been built in the 1960's or 1970's. More than 90% of fence is salvageable per this person. Because it is in McIntyre District repairs need approval from the Historical Commission. Further discussion in the future. Sean has spoken to a welder about unwelding the fence on Summer St side which is welded shut. We are able to get equipment into the cemetery without unwelding this fence.

Our discussion was to repair the break in the fence behind the old COA building which needs to be done. We wanted Sean to look into an APP to see if there was one that has the ability to lock the cemetery fences from the General Foreman's cell phone. Will look into next month.

Patti Kelleher:

- Planning Dept. is still waiting for the archeologists report at Charter Street to be completed before final plans can be reviewed. With the ground frozen and no leaves on trees, tree work is being planned this winter as one tree has to be removed by air to avoid damage to stones in the cemetery.
- She met with the Mayor to discuss the future of Charter Street in light of the over 50,000 visitors last October and their impact on our historic cemeteries.
- Friends of Broad Street would like to have a new planning study done for the Broad Street Cemetery and asked if the city would be interested in requesting CPA funds for the study. It was found that those visitors unable to get into Charter Street in October are heading to Broad Street.

Gordon Wilkins: Gordon provided the Commission with a rough draft document for public burials which he will send out digitally for our review and discussion at the next meeting.



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Friends Cemetery Sign: Alyssa G.A. Conary provided the Commission with a write up of information for the proposed sign. She will work with Gordon to finalize and present to the Cemetery Commission. After approval Gordon will meet with a sign maker.

Dickson Chapel Doors: Progress? Time Line?

Anthony O'Donnell: Trust Fund Analysis Absent

Pat Donahue: Becoming an arboretum is not a simple thing. The next step would be to invite our City Arborist, Dick Rennard, to attend the January, 2019 meeting to get his input on Greenlawn Cemetery becoming an Arboretum.

Pat Donahue: Checked out chapel rental fees for Marblehead (Waterside) \$200 and 75 people occupancy; Harmony Grove (Salem) \$300 for funerals holds 150 people; Manchester-by-the-Sea \$500 for weddings and similar functions 150 people and other events are \$300; Andrews Chapel (Swampscott) \$250 donation for any event; West Parish Garden (Andover) \$800 weddings and \$450 other events; Newton 2 hour rentals \$550 weekdays and \$700 weekends.

Interesting was that West Parish Garden does christenings, weddings, funerals, memorials, vow renewal, concerts, family events.

Adjourn: Motion made by Pat Donahue, seconded by Gordon Wilkins to adjourn at 7:35 pm. AIF.