**CEMETERY COMMISSION MEETING**

**Tuesday, July 16, 2019**

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

Roll Call of Board Members: Ron Harrison, Mary Anne Silva, Susan DameGreen, Anthony

 O’Donnell (late 6:35 pm)

 Absent: Pat Donahue

Cemetery Staff Attendees: Ray Jodoin, Bob LeBlanc

**Ray Jodoin,**

* Ray will step down and Bob LeBlanc, Cemetery Superintendent, will do the reports..
* How do we appropriate city funds? The July reconcile is not currently up to date but Ray will request $110,000 from the Trust Fund Commission to put into the Perpetual Care Line item. Perpetual care funds can be to purchase a new vehicle to transport families to lots and vaults as the current vehicle is out of commission, also for fountains, etc.
* Ray provided MA with a copy of the Cemetery Master Plan put in place in May, 2017 which she will email to Commission members. At that time $40,000 in federal funds was petitioned and set aside. Ray will reach out to Martha Lyons to review the original plan for the scope of work. The scope incorporates direction, columbariums, burials, excavations, etc. Both Dave and Ray feel strongly that the plan needs to be put in place to move forward. He should have something soon on this.
* Susie Abbott is buried with the family at Greenlawn per cemetery records. More research is needed to find the small stone which was turned over to Ron Malionek per an article which appeared in the Marblehead paper.
* During tourist season the city does not staff the cemetery. Destination Salem provided volunteers with the goal for the person assigned to the cemetery to limit intrusion on the impact to Charter Street. Last years decision to hire a paid worker was a poor decision on the part of the cemetery. Feedback was provided and given to Ray for his review. Susan requested a copy.
* In 2016 repairs were done on Dickson Chapel. Ray gave MA a copy of the report for the CC records. To preserve the chapel will require about a $2 M investment. Repaired in 2016 the chapel doors are again failing. $25,000 from CIP funds have been appropriated to complete a study on the scope of work needed for the chapel doors. Ray has requested figures from the Gray Archetecture firm and should have it soon. As information is available Bob will provide updates. The Chapel is usable but needs Cemetery personnel staffing for usage.

**James Guy**, SHS XC coach for 2019-20 season requested usage of Greenlawn Cemetery for the XC meets for this season. Meet dates are: 9/11, 9/18,10/2, and 10/8. After discussion Mary Anne made the following motion:

*James is the SHS team coach. He is looking for a safe course for the runners. The perimeter road at Greenlawn fills the requirement. Running the perimeter 3 times around the cemetery would fulfill the 5K requirement. Fans would be staying at the Bates side of the cemetery to cheer the runners on as running only attracts a small number of followers. Race would be late afternoon so wouldn’t interfere with burials. About 40 runners (boys and girls), no water stations needed. Race completes in approximately 1.5 hours. A sign will be placed at the Orne Street entrance on the morning of the event so visitors are aware of the event. Bob will provide additional trash receptacles if the event is approved. Only gates open will be the Orne Street gate and the walking gate near the Bates*.

Motion seconded by Susan, AIF.

**Ron Harrison:** On August 22nd at 11:00 am the unveiling of a new marker for the Friends Cemetery will be held at the Friends Cemetery on Essex St. The public is invited to attend. The Mayor and a representative of the Quakers will speak. As the current marker was donated by the Doctor next door, Ray will reach out to ask if he would like to retain the sign.

**Susan Peabody Very Gravesite**

The Cemetery Commission received a letter from the family of Susan Peabody Very buried at Broad Street Cemetery requesting permission for the family to install a flat marker as the stone has deteriorated and is tipping. Ron requested Susan to investigate this and present a report at the next meeting of the CC.

**Robert LeBlanc: General Foreman Report**

* To control the equipment thefts which have occurred he has instituted security measures. He is reviewing fencing/gates between shops to limit access to the area and will provide details at a later date.
* The aerator fountain which is about 8 years old is not working. After a tech and electrician are able to check it he will have more information. Ideally, a second aerator fountain in the pond will increase the health of the pond. He will price this out and ask for clarification from the Conservation Commission prior to doing a replacement.
* The bench donated in Jim Treadwell’s memory was placed in the pollinator garden. The CC never made a motion to approve a pollinator garden in Greenlawn. This was decided between the previous Superintendent and 2 private individuals. Bob and Ray will act in the best interest of the cemetery as funding, materials, man hours, etc. was expended for the approx. 150 x 40 ft deep area.
* Bob will continue working on areas needing brush work, trees taken down, and organizing box liners. The ROAKA group will be coming in to sweep/clean up the area.
* To fulfill the requirements as set forth in the deed a grave site clean-up could be instituted on a bi-weekly basis with materials removed being left near the dumpster for a week or so then unclaimed materials will be disposed of. Signage has been in place stating what is not allowed on the sites.

**New Business**

**Bird Watching**

In May there was an issue with birdwatching in Greenlawn. Charlie Lipson explained that there was a report of a rare bird and the cemetery was inundated with birdwatchers leading to cars parking ongrass, gravestones, gravesite, blocking a funeral procession, etc. This will only happen during migration in the spring but grieving families should not have to play second fiddle to birdwatchers. Bob will contact Mt. Auburn Cemetery and see how they handle this and report back to the Commission.

**City Council Meeting**

The Commission and Friends of Greenlawn have been invited to attend the September 26th City Council meeting to bring awareness to the people of Salem for what is happening in Greenlawn Cemetery.

Ron and Mary Anne met with Steve Dibble and requested a liaison be appointed for the Commission. Steve will act as our liaison through year end and the City Council will appoint someone after that.

The Arboreteum proposal has sputtered to an end. The original proposal was presented by Dr. DeLissio in conjunction with Christine Lutts, Friends of Greenlawn. The Commission approved a motion at the April meeting to ensure we retained oversight for the project. The Chairman received notice from SSU’s Office of Civic Engagement that they would be taking over the project. Fearing inadequate safeguards for the city and commission Ron and Mary Anne met with Beth Rennard who devised MOU to be signed by Dr. DeLissio and Christine Lutts. Both failed to sign this MOU. As presented it was a good proposal but without the appropriate signatures it can’t go forwad.

Susan Pierga attended this meeting looking for the procedure to have a speaker appear before the commission on Green Burials. She will submit her request via a letter sent via regular mail to Ron Harrison, Chairperson, 5 Riverway Rd, Salem MA 01970 which will put her request on the agenda as New Business for approval and acceptance.

**Adjournment**

Anthony O’Donnell made a motion to adjourn at 7:28 pm, seconded by Susan DameGreene. AIF.