



KIMBERLEY DRISCOLL
MAYOR

CITY OF SALEM
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CEMETERY COMMISSION

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BETH GERARD, CHAIR

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PATRICIA DONAHUE
ANTHONY O'DONNELL

MINUTES OF THE CEMETERY COMMISSION
January 19, 2022

A meeting of the Salem Cemetery Commission was held on January 19, 2022 at 6:00 p.m., via ZOOM, an online video conference call system. Present on call were: Chair Beth Gerard, Members: Patricia Donahue and Anthony O'Donnell; Cemetery Superintendent Robert LeBlanc and Commission Clerk Joanne Roomey. Guests were: Kate Hanson and Jacob St. Louis, they will be appointed to the Cemetery Commission from the City Council this month.

1. Approve Cemetery Commission Meeting Minutes for November 10, 2021

Ms. Donahue made a motion to approve the Cemetery Commission Meeting Minutes for November 10, 2021. Seconded by Mr. O'Donnell. A roll call vote was taken, and the motion carried unanimously.

2. Cemetery Work Report

Interment Activities within the cemetery since the last meeting

- (4) Cremation burials
- (6) Full burials

- Charter Street Cemetery: The following is from Elizabeth Peterson, who could not be present tonight because of another meeting:

The cemetery and the welcoming center have been very quiet over the past month. Due to wintry conditions, the cemetery has been closed a couple of times, mostly because of ice buildup on the pathways. Once conditions improved the cemetery was re-opened. The Welcoming Center will be re-arranging the interior space, flipping the exhibition room and the gift shop to better accommodate the visitors. The larger of the two rooms would be for the gift shop and allow for safely social distancing while there.

- The work on the grounds at Greenlawn Cemetery have changed to winter operations and are more focused on winter tree and shrub pruning, small engine repairs and tune-ups and keeping the grounds clean. The Satellite Historical Cemeteries are visited weekly. Any trash, fallen branches or other debris are collected and disposed.
- The Cemetery department has brought on another laborer, to fill an open position, his name is Conner Walsh and he is getting acclimated to the job and the surroundings very well.
- So far there has been only one snow plowing event. We had a 10" storm on January 7, 2022.

3. Martha Lyon, Landscape Architect- Greenlawn Master Plan

The Master Plan is in the final stage of the project. The final public meeting was hosted on ZOOM on November 30, 2021. For Master Plan Update, click on link: </cemetery-commission/files/greenlawn-cemetery-progress-presentation-10-20-21>

Jim and Minxie Fannin were on the call, they are stone conservators focusing mainly on gravestone and monument assessments. They did a study and found 107 stones/monuments require conservation.

Ben Staples, an arborist, did a tree assessment study at Burke Lot, Fountain Pond and Sargent Pond. He wanted to see what trees are healthy and which were sick or hazardous that we could remove to open space up for future interments. Mr. Staples assessed what species of trees will grow in the future with climate changes by seeing what trees did not grow well in the past. He also did drone images, a GIS plan and a tree assessment for the city's data base with public access.

4. New Business - None

- 5. Adjournment:** Ms. Donahue made a motion to adjourn. Seconded by Mr. O'Donnell. A roll call vote was taken, and the motion carried unanimously. The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Joanne M. Roomey
Commission Clerk