**CEMETERY COMMISSION MEETING**

**Tuesday, April 9, 2019 at 6:30 p.m.**

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

Roll Call of Board Members: Ron Harrison, Mary Anne Silva, Susan DameGreene, Pat Donahue,

 Absent: Anthony O’Donnell

Cemetery Staff Attendees: Ray Jodoin, Dave Cronin

March 12, 2019 Minutes: Pat Donahue made a motion to dispense with the reading of the March 12, 2019 minutes, seconded by Susan DameGreene. AIF. Susan DameGreene made a motion to approve the minutes of the March 12 meeting, seconded by Pat Donahue. AIF.

**Ray Jodoin: General Foreman Department of Public Works Report:**

Charter Street Cemetery took time to complete weed clean up so as not to cause damage to the stones. They then went to Howard Street and followed up with Broad Street which was finished today. With the satellite cemeteries completed they can now focus on Greenlawn. They are cleaning up around recent graves with personal items as well as graves which settled over the winter and the pollinator garden and GAR area. Friends Cemetery is completed.

After meeting with Kay Fouhey Ray now has a better understanding of trust funds and reading the quarterly reports. He has a bid from Cassidy Fence for Broad Street and is in process of drafting a trust fund letter which he will have the Commission review before submission.

**Mary Anne Silva:**

After the last meeting I received an email from Patti Kelleher requesting a letter in support of a preservation plan for Broad Street for CPA funding. The deadline for submission was March 21st. Commission members received an email containing a copy of the letter as well as supporting documentation (unapproved minute from March meeting) which if they were okay with would be approved at the April meeting. A motion was made by Susan DameGreene to approve the letter of support, seconded by Pat Donahue. AIF.

**Linda Jenkins:**

Linda Jenkins requested approval to have a commemorative marker placed on Colonel Timothy Pickering’s grave in Broad Street Cemetery. She provided us with the documentation needed for submission to the local Chapter of the DAR for the marker . Susan Dame Greene made a motion to approve this request, seconded by Pat Donahue. AIF.

**A Motion for the Proposal for Greenlawn Cemetery Arboretum Status:**

At the March meeting the Commission approved a motion to ”accept a plan to create an accredited Arboreum for Greenlawn Cemetery”. Mary Anne felt we did not do a complete job with this motion as we need to retain oversight on this project.

Commission members were provided with a copy of the proposed additional motion proposal prior to the meeting for review and it was read aloud for those in attendance at this meeting. **The motion is:**

***A motion to wholeheartedly endorse the goals of Professor Lisa DeLissio’s efforts to obtain Arboretum status for Greenlawn Cemetery, while at the same time providing very limited support in these efforts in any way financial, directly or otherwise. However, the Salem Cemetery Commission will exercise necessary approvals on all activities.***

***Student workers must keep management cemetery personnel at all times apprised of their planned activities so as not to interfere with the workday schedule. Professor DeLissio should plan on presenting quarterly reports to the Cemetery Commission on her progress toward arboretum status regarding paperwork and labor as the pursuit goes forward. At no time will Professor DeLissio or her student group be independent of the Cemetery Commission.***

***The Salem Cemetery Commission appreciates the time and effort being put in by Dr. DeLissio and the students.***

After discussion and changes, Pat Donahue made a motion to accept the Motion as read. Susan DameGreen seconded. AIF.

**Christine Lutts:**

* Dickson Chapel usage on May 18 for a fundraising event from 9:00 AM to 1:00 PM. Ray will cover employee cost to open/close/clean chapel and Dave will have a cemetery employee available for the event.
* Birdwalks: Usually begin early am until mid-morning and no employee is required. Request to hold 2 in May.

Pat Donahue made a motion to allow Friends of Greenlawn to use Dickson Chapel on May 18th from 9:00 am to 1:00 pm for a fundraising event and to hold organized bird walks in May. Seconded by Susan Dame Greene. AIF.

Friends of Greenlawn also requested they be permitted to clean up the conservatory garden, mulch the area and clear trash as part of Salem Clean Up Day on May 4th. The Commission approved the request.

**NEW BUSINESS:**

Groups are advertising, scheduling, and holding tours in the cemeteries without Commission approval. Ray will look into this and report back to the Commission.

Letter received from Charlie Lipson about unleashed dogs running in Greenlawn Cemetery. Ray will reach out and request police enforcement as this is a city wide problem.

**Adjournment:**

Pat Donahue made a motion to adjourn, seconded by Susan DameGreen. 7:12 pm.