



TOWN OF EDGARTOWN
Cemetery Commission
70 Main Street, P.O. Box 5158
Edgartown, MA 02539
508-627-6145

Cemetery Commission Minuets
May 17, 2017
2nd Floor Edgartown Public Library

1. CALL TO ORDER:

Andy called to order the regular meeting of the **Cemetery Commission** at **4:05 pm** on **Wednesday May 17, 2017** at the **Edgartown Library, 2nd Floor Small Conference Room.**

2. ROLL CALL:

The following persons were present:

Cemetery Commissioners: Andy Kelly, Liz Villard, Susan Brown, Debbie Manley- Smith

Other: Jessica McGroarty (Administrator)

3. OPEN ISSUES:

1. Commissioners review the minutes and Liz moves accept them as amended. See Below. Susan seconds, all in favor.
In minutes from the April 19th meeting, the following are amended:
Number 5. " Jessica asks permission to purchase new flags to mark graves" will now say " Jessica asks permission to purchase new flags to mark new graves".
Number 7: " Elizabeth Villard ask the other two commissioners for their permission to continue to do the walking guided tours of the cemeteries in town and will be donating all proceeds to the gravestone restoration project" will now say " Elizabeth Villard asks the two other commissioners for their permission to continue to do walking guided tours of the cemeteries and will be donating all the proceeds to the gravestone restoration project".
2. Commissioners were updated on the status of the expense account as well as the site repair account. Liz suggests buying some D2 to clean some of the graves if there are any additional cemetery funds available at the end of the fiscal year. Andy suggests looking into a zero turn mower.

3. Commissioners were updated about the new trees planted at the berm in New Westside Cemetery. Andy advises the commissions there are additional trees ordered from Macil and the slope of the newly cleared areas in New Westside need to be addressed. A site visit will be set up with conservation to discuss the possibility that there is a vernal pool behind the cleared area.
4. The commissioners are concerned with the lack of supervision for the seasonal employees. The current seasonal employees are having a hard time managing their time wisely and accomplishing tasks Jessica is communicating to them. Commissioners agree that a daily list of areas and projects to work on should be given not only to the seasonal employees but also to Stuart to keep the highway department informed as to what the daily and weekly items that need to be accomplished are. Jessica will communicate a schedule as follows:

Monday- Tuesday- Wednesday: Old Westside
Thursday- First half of Friday: New Westside
Last half of Friday: Field Mowing.
Chappy & Tower Hill should be mowed and serviced every two weeks.

Commissioners also agree that the grass should be mowed at 3 inches going forward to avoid burning and disrupting the soil.
Seasonal employees also need to be reminded they are authorized to jump the Chappy line. They should not be sitting in the line on town time.

5. There is a dead cedar tree on 11th Ave in the New Westside Cemetery which needs to be removed. Jessica will communicate with the Highway Department regarding removing it.
6. The seasonal employees will be asked to set up a sprinkler on the corner of Cooke and Pease point Way to water the new grass planted after the construction project across the street has finished.
7. The Commissioner recognizes the correspondence from Melissa Hammond regarding who has permission to be buried in her lots. The Letter will be filed under correspondence and a copy will be sent to the clerk's office as well.
8. The next meeting is set for June 14th at 4 pm. It will start with a site visit to the New Westside Cemetery.

Meeting adjourned at 5:10.