

MINUTES

PROVINCETOWN CEMETERY COMMISSION

AUGUST 1, 2011

Present: Richard Olson, Chairman, Greg Howe, Mark Collins and Sebastian Araujo.

Absent: Charles Westcott and Jim Cox, Alternate.

Also Attending: David Gardner, Asst. Town Manager.
Michelle Jarusiewicz, Grant Administrator.
Lynn Martin, MIS and Conservation Commission (and their designee to the Steering Committee for the Winthrop Street Preservation Project).
Jay Hall, CPC designee to the Steering Committee.
Jo Ann DiOrio, Disabilities Commission designee to the Steering Committee.
Tony Lemme, Cemetery Superintendent.

The meeting convened at 2:00pm.

1. The minutes of the July 5, 2011, meeting with the changes indicated on the circulated draft, were approved
3. The Winthrop Street Cemetery Preservation Project was taken up out of sequence. Ms. DiOrio of the Disabilities Commission and Mr. Hall of the CPC were introduced as the designees of their respective boards to serve on the Steering Committee. Ms. Martin of the Conservation Commission has already been working with us. We await designees of the Historical Commission and the Beautification Committee. Mr. Howe and Mr. Olson were confirmed as the designees of the Cemetery Commission.

Ms. Jarusiewicz circulated a revised form of Request for Proposals for the planning stage, reflecting many of the comments on the previous draft and including a copy of and references to the 2001 Preservation Plan.

Mr. Lemme commented on aspects of the project that will involve vegetation and landscaping, noting that we must confront the risks and benefits of spraying and decide what vegetation to be torn out and prevented from re-growth. He also noted that approval of Mass. Historical must be obtained before any disturbance to the soil.

Ms. Martin will explore issues of controlling dune erosion with the Conservation Commission.

It was noted that Eric Dray of the Historical Commission is insistent that photos of every stone be produced, as the RFP provides, and that these should be in conformity with the Federal preservation standards.

The Cemetery Commission voted to authorize Ms. Jarusiewicz to put out the RFP in her proposed revised form.

A pre-bid conference will be scheduled for Thursday, August 30th. at 10:30 am., at the Winthrop Street Cemetery if weather permits and otherwise at the Community Center.

Mr. Hall will let us know the timing for applying for the next round of CPC grants, and it was noted that we must apply in February, 2012, for any Mass. Historical funding. It was also noted that although the 2001 project received funds from the Mass, Dept. of Environmental Mgt. no further funding can be expected, although they have expressed interest in the project and may offer technical assistance.

- 2 With respect to the Alden Street Cemetery expansion project, a revised plan for the lay-out of lots was presented by Ms. Martin and Mr. Gardner. This shows 180 lots available in the planned expansion project, together with 35 lots available between Alden Street and the expansion area, where there are some 23 lots already occupied or laid out. A "lot" is defined here as a space for an individual burial. A "plot" can be any number of contiguous lots, and such lots can be sold in odd numbers to accommodate three to a plot, or five, etc., unlike previously laid out spaces which were only sold as doubles, quads, etc.

The mapping and consistent re-numbering of previously laid out and sold plots in other sections is an ongoing challenge. Mr. Gardner alluded to the mounting potential for confusion in the naming of sections of the Cemetery. Setting aside the Winthrop Street Cemetery (also known as "Cemetery No. 1) and the "Hamilton" and "Gifford Cemeteries", we have "Cemetery No.2", the so-called "New Cemetery" and now what, the "New New Cemetery" ? This is important to avoid confusion in the sequence of numbering of lots and plots within each section. Tentatively there was a consensus for lettering the sections that range along Alden Street.

Mr. Gardner brought up the need for funds for grave markers (the steel medallions on small spikes that show the numbering of the lots) both for the newly laid-out section and to replace old markers elsewhere that are damaged or missing. We have no immediately

available money until the Cemetery funds and accounts get straightened out.

Mr. Howe brought up our intention to create a “columbarium” for interment of cremated remains. At a guess, he thought that a contiguous thirty of the newly laid-out lots might be needed for the structure and appropriate walkways and plantings. He will contact potential suppliers and designers, and we hope to solicit local design proposals, perhaps in a design competition. The Historic District Commission’s concerns, if any, may need to be taken into account.

As to re-location of the power line, it is in the hands of the DPW. Town crews can lay the line along the driveway to the B&G’s Cemetery office and garage, and DPW will get us on the Nstar list for a “drop-in” re-location of the connection at Alden Street. Thus, David Gardner noted, the project should cost much less than the Town Meeting appropriation. (Get a Town Meeting to re-appropriate the excess for other Cemetery needs?)

Mr. Lemme reported that the old tractor-grass cutter urgently needs replacing and that a new model is available that is far more effective for cutting around gravestones. (See concluding sentence of the previous paragraph in re funding.)

It was also reported that DPW is looking into installing solar panels on the roof of the Cemetery office.

In view of the progress in creating new burial lots, the Commission voted to rescind the previously imposed moratorium on lot sales. It was decided however, not to publicize the rescission of the moratorium, or to seek publicity in the Banner , until the numbering is accomplished.

4. (Covered by discussion of item 2.)
5. Discussion of Cemetery funds and accounts was deferred until we hear from Dan Hoort, Director of Finance.
- 6 Under other business, the Chairman noted that we raised questions at our last meeting regarding the revised forms of our Rules and Regulations, the Pricing Schedule for lots, Perpetual Care and services, the form of Easement and the Turnover Receipt Form, which had been presented at the last meeting by Mr. Gardner. Mr. Gardner, having previously excused himself from the meeting, the Chairman undertook to bring these questions up with him individually.

7 The next regular meeting was set for Tuesday, September 6, 2011.

4

The meeting adjourned at 3:03 pm.

Respectfully submitted,

Richard B. Olson, Chairman
and Secretary pro tem.