

MINUTES

PROVINCETOWN CEMETERY COMMISSION

MAY 6, 2013

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

Absent: Rev. Jim Cox and Charles Westcott.

Also Attending: Doug Johnstone, Town Clerk and David Ketchum.

1. The minutes of the April 1, 2013 meeting were approved.
2. There was one cemetery plot sale to approve, and it duly was.
3. Alden Street Cemetery
 - a. Doug Johnstone reported that the lay-out of the new expansion area has been completed and that the metal tags are expected to arrive in about a week.
 - b. With regard to fallen stones in the other portions, it was agreed to offer an under-\$5,000 contract (“best business practice”) for the repair of the worst of the fallen stones, to be paid from the Expendable Portion of the Perpetual Care Trust Fund. Mr. Olson will follow up.
 - c. Nothing further has been heard regarding a suggested set-aside in the expansion area for Jewish burials.
4. Columbarium:

Mr. David Ketchum expressed his own interest in acquiring a space for his (someday) cremated remains. Given the three alternatives for a columbarium explained in the Martha Lyon’s report, he favored #1, the sides along the path-

way approach. The discussion then turned to the area now being used to inter cremated remains, which could be set off from the B & G garage and office by tree plantings and perhaps a tasteful wall, for the less up-front investment, as to which Mr. Ketchum was perfectly amenable. Mr. Howe undertook to discuss this approach and it's possible costs (which might even be coverable out of Expendable Portion) with Tony Lemme.

5. Winthrop Street Cemetery:

- (a) As to the next step in the restoration project, Mr. Howe reported that Michelle Jarusiewicz, Grant Administrator, has had the bid documents vetted by Town Counsel and will soon put them out. As to the following phase, which has already been granted \$50,000 by the CDC and Town Meeting, it was agreed that aspects such as dune shoring up and path-way layouts will benefit from being aired out at a public forum.
- (b) Regarding a Smallpox Memorial, the Chairman reported only that he has prodded potential memorial suppliers on the Cape to come up with design suggestions and cost estimates. He also presented his suggestion for an inscription on a plaque or in the stone.

6. Rules and Regulations: Mr. Olson will attend the Selectmen's Meeting on June 13, to explain our changes, which require their approval.

7. Cemetery Finances: The Unibank account, with a \$3,760, balance was discussed, and it was decided to hold on to it for contingencies involving the pending phase of the Winthrop Street Cemetery restoration. It's expenditure is discretionary with the Commission according to the auditors.

As to the Chairman's nagging questions about resolution of past financial Irregularities with the Municipal Finance Department:

- (a) Mr. Collins explained once again, patiently, that the previously reported \$13,000 and something Unibank account was found be some kind of a "phantom", carried over from somewhere, nobody knows, bless all our

accountants and outside auditors. Mr. Olson agreed to waive his objection, if only in view of all of the other irregularities that have been corrected.

- (b) As to the approximately 5 years that receipts intended for the Sale Of Lots Fund and the Perpetual Care Trust Fund were diverted to the General Fund – that were diverted to the General Fund – that has not yet been addressed – Mr. Howe undertook to discuss with Tony Lemme what his records show as to the Amount of these receipts.
8. Membership: No prospects in view.
9. Other Business: Doug Johnstone distributed “appreciation T-shirts” from the Town.
- 10 The date of the next meeting was set for June 3.

The meeting adjourned at 2:50pm.

Respectfully submitted,

Richard B. Olson
Chairman and Secretary pro tem.