

MINUTES

PROVINCETOWN CEMETRY COMMISSION

NOVEMBER 4, 2013

Present: Richard Olson, Chairman, Greg Howe and Ann Wood.

Absent: Charles Westcott, Mark Collins and Rev. Jim Cox.

Also Attending: Doug Johnstone, Town Clerk.

1. Minutes: The minutes for the October 7, 2013 meeting were approved.
2. Approval of Cemetery Plot Sales: Our Town Clerk presented no sales to be approved.
3. Alden Street Cemetery (also Hamilton and Gifford): The work under the current contract, for 12 stones, has been completed, and MCC has presented their invoice for \$4,950, which the commission approved for payment. (Note that a previous such contract, involving 9 stones, was approved for payment in January.)

The question now arises of whether we should continue using “under \$5,000” (bidding not required) contracts payable from the Perpetual Care Trust Fund’s Expendable Portion, or rather have a comprehensive needs study done and apply for a substantial grant of CPA funds, now that our final needed grant for Winthrop Street has been applied for.

4. Columbarium: We await a quote for the proposed placement of a line of cedar trees, with bayberry ground cover below, to mask the DPW garage and parking from the existing placement area for cremated remains. The work will have to wait until spring in any case.

5. Winthrop Street Cemetery Restoration Project:
 - (a) The Change Order proposed by MCC was approved for \$7,700, \$5,000 being the balance of the CPC grant and \$2,700 to come from the Cemetery Commission's Unibank Account #1630, leaving approximately \$1,000 therein to cover any consulting fees.
 - (b) The RFP for phases 3 and 4 is still a work in progress with Michelle Jarusiewicz.
 - (c) The form of the CPC application for Phase 5 was approved.
 - (d) The Chairman reported that he continues to work with Dennis Rhodes to raise the other half of needed funds.
6. Cemetery Finances: The Chairman distributed the latest report, which is as of 9/30/13.
7. Rules and Regulations: As to further defining and elaborating upon the two year residency rule, it was decided to leave well enough alone, at least for the present.
8. Other Business: There was none, except to thank Lynn Martin and Doug Johnstone for their work that enabled the re-siting of a stray monument, as described in a recent Banner article.
9. Next Meeting: The date of the meeting was set for December 2nd.

The meeting adjourned at 2:20pm.

Respectfully submitted,

Richard B. Olson,
Chairman, and Secretary pro tem.