

MINUTES
PROVINCETOWN CEMETERY COMMISSION
OCTOBER 6, 2016

Present: Richard Olson (Chairman), Kurt Reynolds and Jack Kiefer.

Absent: Susan Avellar, Jim Cox and Ruth Anne Cowing.

Also Present: Doug Johnstone, Town Clerk.

The Meeting convened at 2:05pm

1. Minutes: The minutes for the September 1, 2016 meeting were approved as presented.
2. Cemetery Plot Sales: The sale of a single lot was approved.
3. Winthrop Street Cemetery Restoration. Phases 3 & 4: Eric Larsen and Sherry Prada of the Town's DPW joined the meeting for the opening of bids on this project, consisting principally of dune reinforcement on the Court Street side and creation or improvement of walking paths, including handicapped accessible where feasible. The Commission has received Community Preservation grants of \$80,000 for this project, plus its Phase 5 which consists of historically informative signage.

The low bid was \$57,283 from Richard D'Ambrosia, Inc., of Norwell, MA. The only other bid was \$77,440 from Cape Cod Excavating Inc., of Provincetown, MA. General Laws for public bidding of such municipal contracts mandate that the award shall be made to "the lowest responsible and eligible bidder", so that if DPW officials conclude, after reviewing references, that D'Ambrosia is "responsible and eligible they shall be awarded the contract.

4. Gifford and Hamilton Cemeteries: The Chairman will now re-double his efforts to urge the Grant Administrator to expedite the Invitation for Bids for this monument preservation project, for which we already have a \$60,000 CPA grant.
5. Alden Street Old Section: We have a CPA grant of \$40,000 for Priority 1 (“Hazardous”) and Priority 2 (“Treat ASAP”) as set out in the Monument Conservation Collaboratives (MCC) Condition Assessment of November 11, 2015. This, like Gifford and Hamilton, is urgent to put out to bid.

In addition, it was decided that Priority 3 (“Treat 3 – 5 Years”) and Priority 4 (“Extremely weathered – evaluate 21 + markers”), which MCC estimates at about \$100,000, should be the subject of two further CPC applications of \$50,000 each in 2016 and 2017.

6. Alden Street New Section: No current issues.
7. Cemetery Finances: No new Finance Director; no report after 6/30/16.
8. Brochure: Still a work most actively in progress.
9. Funeral Home Request: Postponed in the absence of Jim Cox.
10. Winthrop Street Fencing Repair: Accomplished by the Town’s DPW in the wake of the 2014 – 2015 winter snow storm damage.
11. Repossessing of Gravestone Fragments: Kurt Reynolds reported upon fragments, and shared photos, that he had recovered about town. It appears that at least some of them were intended to be discarded, presumably having been replaced. Nevertheless, the Commission voted that these fragments should not be discarded, but rather be kept at the shed for any future

historical value they might prove to be. MCC to be asked to evaluate.

12. Other Business: Doug Johnstone reported on a generous donation to our Gift Fund of \$300 from Mr. and Mrs. William M. Davis of Cyprus, TX, who had been in Town researching and whom he was able to assist.
13. Next Meeting: Set for Thursday, November 3 at 2:00pm

The Meeting adjourned at 2:25pm.

Respectfully submitted,

Richard B. Olson
Chairman.