

MINUTES

PROVINCETOWN CEMETERY COMMISSION

FEBRUARY 3, 2014

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

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

Also Attending: Doug Johnstone, Town Clerk, Tony Lemme, Cemetery Superintendent, and Michelle Jarusiewicz, Grant Administrator

1. Minutes: The minutes for the December 2, 2013 meeting were approved.
2. Approval of Cemetery Plot Sales: Our Town Clerk presented one sale to be approved, as it was.
3. Alden Street Old Section, Hamilton and Gifford: As to fallen stones, the focus was on the Gifford Cemetery, the larger of the two on the right-hand side of Cemetery Road going up from Alden Street. The Chairman suggested we award an under \$5,000 contract to MCC for a study and recommendations, with cost estimate, to be the basis of an application for a CPC Grant. Since our vote on December 2, 2013, MCC has said they cannot include a report on Hamilton within the same cost, but that they will do the field work for it while they are here at Gifford. MCC is sending a proposed contract.

Michelle Jarusiewicz said she would review the statues regarding various price thresholds for no bid contracts.

Regarding railings, both along the public streets and at least at corners of roadways within the Alden Street Cemetery, Tony Lemme would like the granite and pipe type and will seek a cost estimate through the DPW. One focus is the access from Off Cemetery Road. Also needed is signage: "Parking Allowed Only Along Roadways." Would DPW provide?

4. Columbarium Section: Discussion continued regarding our plan for a natural barrier of trees and plantings to shield this area from the garage and parking. Doug Johnstone observed that some of the parking and the sand pile need to be moved. Mr. Lemme responded that Buildings and Grounds needs would then require a 25-foot push back onto property on the other side of the garage. Mr. Johnstone undertook to discuss with DPW's Rich Waldo whether this is Cemetery property or DPW property.

5. Winthrop Street Cemetery: Ms. Jarusiewicz presented a draft RFP for the consultant work relating to Phases 3 and 4 of the Master Plan, dune restoration, Court Street entrance, and pathways. This was approved to go forward. Noted that we will need to convene the Advisory Committee and should hold a public hearing on the plan when presented.
6. Cemetery Finances: The latest report, as of December 31, 2013, from the Director of Municipal Finance, was circulated.
7. PM & PM Request: The request for loan of the Captain James Small Memorial Stone for an exhibit at the Museum was approved.
8. Doggy Bag Questions: Ann Wood will pursue.
9. Standish Street Footpath Problem: Mr. Lemme said that his crew can fill in the gully that turns into a rushing stream. For blocking access on the Standish Street end he suggested a 4-5 foot "Do Not Pass" sign blocking the way, which he thinks DPW can undertake.
10. Other Business: A suggestion for signage denominating the different sections of the Town's Cemeteries drew interest. It might be the subject for an application for CPC funding.

As to a protocol for found fragments of gravestones, it is simply to bring them to the B&G garage, to the attention of Tony Lemme.

The request of Amy Whorf McGuigan to purchase a double lot was approved.

Doug Johnstone undertook to re-draft the section of our regulations relating to those eligible to purchase lots, responding to the concerns of the Part-Time Resident Taxpayers Association.

The Charter Review Ad Hoc Committee's communication seems to have been adequately responded to by the Town Clerk's Office, and we have no further requests or recommendations to offer.

The date of the next meeting was set for March 3, 2014.

The Meeting adjourned at 3:10 pm.

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