

DRAFT MINUTES  
PROVINCETOWN CEMETERY COMMISSION  
AUGUST 4, 2014

Present: Richard Olson, Chairman, Greg Howe and Jim Cox.

Absent: Charles Westcott, Susan Avellar and Mark Collins.

Also attending: None.

The Meeting convened at 4:30pm.

1. Minutes: The minutes of the July 7<sup>th</sup>. 2014 were approved.
2. Approval of Cemetery Plot Sales: There were no plot sales to approve.
3. Alden Street Cemetery, including needs of Hamilton and Gifford: We continue to pursue a CPC grant for preservation work at the Hamilton and Gifford Cemeteries and for a needs assessment of the Alden Street Old Section. The grant application is due November 1.
4. Columbarium Area: As the DPW activity encroaching on this area continues to be a problem, our inclination is to act unilaterally, but in the absence of Susan Avellar and Mark Collins, action was deferred.
5. Winthrop Street Cemetery Restoration Project: Our request for Proposals for Projects 3, 4, and 5 elicited four responses, these being from:
  - Elmore Design Collaborative, Inc.
  - kzla: Kyle Zick Landscape Architecture, Inc.
  - Martha Lyon Landscape Architecture, LLC
  - Rdla: Ray Dunetz Landscape Architecture, Inc.

All four appear to be properly responsive and from eminently qualified proposers, and thus they seem to defy ranking. Mr. Olson will take them up with Michelle Jarusiewicz, Grant Administrator, as well as the sealed cash amounts proposed. We may need a special Meeting.

6. Cemetery Finances: Monthly report not yet received.

7. Standish Avenue Footpath Problem (which includes the resulting rainwater run-off drainage issue); Mr. Olson reported on a telephone update from Tony Lemme, to wit; that the B & G has twice tried to install fencing, once by chain-link and then by board fence, on the edge of the Duarte Motors parking lot. Both were vandalized and torn away, with rude graffiti left about. Police notified, but Tony sees no value in doing the work to solve the drainage run-off until the pedestrian access is effectively blocked. Mr. Howe suggested "Jersey barriers". Mr. Olson will take up with Town Officials.
8. Status of above-ground interment: The draft letter to Mr. Kendall was approved, and the Chairman authorized to sign.
9. Creation of informational brochure: Briefly discussed. We will inquire whether St. Peter's would be interested in collaborating.
10. Other Business: None.
11. Next regular meeting: Set for Tuesday, September 2 (the day after Labor Day) at 2:00pm.

The meeting adjourned at 5:10pm.

Respectfully Submitted,

Richard B. Olson, Chairman and Secretary pro tem.