

MINUTES
PROVINCETOWN CEMETERY COMMISSION
JUNE 2, 2016

Present: Richard Olson (Chairman), Susan Avellar, Kurt Reynolds and
Jack Kieffer.

The meeting convened at 2:05pm.

1. Minutes: The minutes from the April 7, meeting were approved as presented.
2. Cemetery Plot Sales: No sales were presented.
3. Winthrop Street Cemetery Restoration, Phases 3, 4 and 5: There is still no word from our Grant Administrator on when the Invitation to Bids will go out.
4. Gifford and Hamilton Cemeteries: Still no word on when the Invitation for Bids will go out,
5. Alden Street Cemetery Old Section: Awaiting Invitation for Bids.
6. Alden Street New Sections: No current issues.
7. Cemetery Finances: The Finance Directors report as of 5/31/16 is enclosed.
8. Brochure Project: The Town's MIS analyst, Lynne Martin joined us to present a map lay-out of the Alden, Hamilton and Gifford Cemeteries to be spread on the center two pages of the brochure. There was discussion of a map of Winthrop Street for the preceding page and the possibility of obtaining or developing a map of St. Peter's Cemetery for the following page. Kurt Reynolds volunteered to visit St. Peter's to pinpoint the locations of graves of those we are listing in the brochure

9. Funeral Home Requests: Postponed in the absence of Jim Cox.
10. Relocation of Small Family Memorial: The Chairman must still take this up with Tony Lemme.
11. Winthrop Street Fencing Repair: The Chairman reported that he has discussed this with DPW's Rich Waldo and that he has observed some progress. He will pursue the matter further.
12. Repossessing of Gravestone Fragments: Susan Avellar will pursue this with the help of Kurt Reynolds.
13. Thanks to Helen Valentine: A letter was drafted by Susan Avellar and sent by the Chairman.
14. Other Business: None.
15. Next Meeting: To be held on July 7, 2016, at 4:00pm at Town Hall.

The adjourned at 2:55pm.

Respectfully submitted,

Richard B. Olson,
Chairman and Secretary pro tem.