

Provincetown Cemetery Commission

Meeting Minutes

Date: 12/08/2021

Location: Provincetown Town Hall - Caucus Room

Call to order: 3:06 P by Sharon Bunn, Chair

In attendance:

Sharon Bunn (SB), Michael Chute (MC), Michael Harpie (MH), Lynne Martin (LM),
Jason Brown (JB) (Alternate) - via telephone

Excused absence: Chris Brooke (CB) (Alternate)

Unexcused absence: None

Also attending: None

Supporting materials: (List the documents, photographs, maps, and drawings): None

1. Public Statements: None

2. Review of minutes of previous meeting:

Motion to approve by: LM Second: 2nd MH

Vote: 4-0

3. Cemetery Supervisor Update: Reported by SB:

- She has not heard from BC whether he plans to attend this meeting.
- New sign installation: BC agreed to meet with MH at Alden/Gifford/Hamilton Cemetery about placement of the new signs made by the DPW before installation, but the meeting did not occur, although MH made several attempts to reschedule to fit BC's schedule. Signs were then installed without the requested meeting.
 - BC agreed to meet with SB on 11/15. At the meeting she described the Cemetery Commission's requests for changes in the number of signs, certain sign placements, and heights of some signs. BC explained his rationale for installing extra signs and reasons why certain signs are inset further from the road than requested.
 - BC agreed to place the "Erosion" signs in the middle of the beginning and end of the unauthorized path from Cemetery Road to Duarte's parking lot.
 - BC described his suggestions for other road and path improvements to the Alden/Gifford/Hamilton Cemetery. SB asked him to hold off on implementing any of the ideas until he and the Cemetery Commission discuss a future meeting.

4. Cemetery plot sales: One request tabled for a future meeting.

5. Cemetery buy-back requests: None

6. Cemetery Business:

- Reminder to be available today from 4-5 for the public hearing on proposed revisions to the Rules and Regulations. The public attending must state name/residence/statement or question.
- Compiled list for DPW and/or volunteers to do when working at cemeteries (requested by BC):
 - Winthrop St Cemetery:
 - Cut broken branches and remove dead trees

- Remove saplings growing close to stones, and in other areas
- Fix erosion fences
- Replace picket fence around Mayflower monument
- Maintenance and weeding of gravel walkway
- Maintain/repair stairway on Court St side
- Clean headstones
- Alden/Hamilton/Gifford
 - Sapling and small tree removal
 - Better job mowing - done more completely and on a regular schedule
- Schedule twice a year thorough clean-up of cemeteries
- Implement a more regular schedule for the maintenance
- Discussion about qualification to buy plots brought up by MH. Commission to invite Emmett Catanese, Town Clerk, to next meeting to again discuss the requirements and process that are currently used to qualify candidates for plot purchases.
- A very sincere thanks and to Jason Brown and regrets to hear of his resignation from the Commission as he is moving to Florida was made and discussion about possibly scheduling some work days in the cemeteries when he back to visit in the future.

7. Other Business that may Come Before the Cemetery Commission That Could not Have Been Reasonably Anticipated Pursuant to MA Open Meeting Law: None

8. Review of action items:

- SB will invite Emmett Catanese to the January 12, 2022 meeting
- SB will contact the DPW to confirm particulars of debris pickup so that volunteers can begin working at the Winthrop St Cemetery.

9. Date of next regular meeting: 01/12/2022

10. Adjournment:

Motion to adjourn by: SB Second: MH
Vote: 5-0

Meeting adjourned at: 3:59 P

Respectfully submitted by: MC

Post Meeting Official Business: Public hearing on the proposed revisions to the Rules and Regulations.

- Speaker phone was logged in at 4:00 P to allow remote access to the hearing, as was publicized and posted.
- No person(s) from the public or other interested parties attended the hearing in person or made a comment or asked a question via the remote access option. Near the close of hearing, one voice was very briefly heard over the speaker phone line but it was unintelligible, and no identification or statement was made.

Public hearing closed at 5:01 P.

Respectfully submitted by: MC