

Provincetown Cemetery Commission

Public Meeting

Date: December 4, 2019

Location: Town Hall, Community Development Conference Room

Meeting Minutes

Call to Order: 3:04 PM

In Attendance: Ellen Battaglini, Sharon Bunn, Michael Chute, Lynne Martin, Dawn Walsh

Excused Absence: Michael Harpie

Community member in Attendance: Christopher Brookes

1. Minutes of the November 13, 2019 meeting approved. Motion to approve as written: Lynne; Second: Sharon; Vote: 5 0 0.
2. Cemetery plot sales: 0
3. Winthrop Street Cemetery: no new business
4. Gifford and Hamilton Cemeteries: no new business
5. Alden Street Cemetery, Old Section: no new business
6. Alden Street Cemetery, New Section(s): no new business
7. Cemetery Finances as of December 1 compared to last month:
 - a. Gift Fund: same;
 - b. Sales: \$2000.00 investment interest;
 - c. Perpetual Care: \$600.00 investment interest;
 - d. Perpetual Care Expense: \$422.23 in expenditures;
 - e. Re-purchased cemetery plots: same.
8. Other Business:
 - a. Dawn reported that Susan Avellar resigned from the Commission. Michael Harpie sent Susan a letter thanking her for her service.
 - b. Christopher Brookes described his interest in joining the Commission as an Alternate. Motion to recommend Christopher to Mary-Jo Avellar, Town Moderator (Appointing Authority), for appointment as an Alternate: Michael Chute; Second: Dawn; Vote: 5 0 0.
 - c. Dawn, co-founder of The Lily House, reported on the anticipated development of an Omega Home Network residence in Provincetown. It will offer hospice-level continuum of care and end-of-life doula support for 3-5 residents, community-based death education, and contemplative arts workshops.
 - d. Historic Cemeteries and Memorials Book: Michael Chute asked if the Commission has considered coordinating with small vendors in town to sell the book as a point-of-purchase item, e.g., for each book a vendor sells, the vendor would keep a portion of the sale and the Commission would get the rest. Lynne will confirm with the Finance Department if it is permissible to sell the books versus accept the proceeds as a donation.

9. Last Meeting Follow up:

- a. Proposed amended cemetery rules / regulations: Re: the planned January 29, 4-6 PM public hearing on proposed revisions, Dawn reported that January 6 is the deadline to submit the public hearing notice to the Clerk's office. The notice should run in the Banner the weeks of January 16 and 23. Dawn will forward the final draft amendment to the rules and regulations to Michael Harpie, who will send them to Commission members. Dawn will contact Elizabeth Paine, Secretary to the Select Board, to request being put on the February meeting docket to present the proposed amendment for a vote on final approval.
- b. Goals for 2020:
 - i. Participate in the Lower and Outer Cape Cemetery Commission Roundtable that will begin in the Winter to discuss similar issues and concerns for Commissions and area residents, and share ideas. Michael Harpie will follow up with Commission members with more information.
 - ii. Broken / fallen memorial stones: apply for Community Preservation Commission for funding for the next stage of the stone restoration.
 - iii. Landscape upkeep and maintenance: Dawn will speak with Richard Waldo, DPW Director, to ask him to schedule cemetery clean-up work in the Spring. The Commission will hold a monthly meeting at the cemeteries in the Spring to view together what needs to be done. Work with the DPW to schedule ongoing upkeep. Consider efforts to engage community volunteers to work in the cemeteries.
 - iv. Green Burial implementation and promotion: develop and distribute of literature; update Cemetery Commission website accordingly.

10. Next Meeting: January 8, 2020, 3 - 4 PM.

Adjournment: Motion to Adjourn: ; Second: ; Vote: 5 0 0

Minutes Respectfully Submitted: Sharon Bunn