

Provincetown Cemetery Commission

Meeting Minutes

Date: March 9, 2022

Location: Caucus Room, Town Hall, 260 Commercial St.

Call to order: 3:07 pm

In attendance:

Sharon Bunn (SB), Michael Chute (MC), Michael Harpie (MH), Lynne Martin (LM),
Tim Famulare (TF) (Alternate)

Excused absence: Chris Brooke (CB)

Unexcused absence: None

Also attending: Sherry Prada (SP) Operations Director, DPW, Steve Nathan (SN) (Resident), Adam Howard (AH) Project Valor Sailing

Supporting materials: (List the documents, photographs, maps, and drawings)

- Green Burial FAQs - First Draft
- Revised schedule of assigned meeting minute-takers
- MA RMV Real ID Identification Documents Checklist
- IL Secretary of State Real ID Acceptable Documents of Identification

1. Public Statements: None

2. Review of minutes of previous meeting: February 9, 2022

Motion to approve with one name spelling correction by: TF Second: MH

Vote: 5.0.0

3. New Cemetery Business:

- a. Revised schedule of assigned meeting minute-takers
- b. Plan date(s) to hold future meeting(s) at the cemeteries: Hold outdoor meeting when weather and meeting agenda permits.
- c. Presentation by AH of Project Valor Sailing: proposed Revolutionary Patriots Remembrance on April 18 (Patriots Day) at the Winthrop St Cemetery, discussion, and vote. He talked about the day and what he envisions would occur including storytelling with literature, speakers, music, and period dress. No live munitions. AH asked the Cemetery Commission to help with planning and implementation. Invites to political leaders & clergy will need to be made. TF offered to do social media posts through the Town's resources. Cleanup of the cemetery: SB reported cleanup already has started and will be substantially completed by April 18. Alternative rain date: not scheduled.

Motion to Approve Event: SB Second: MC

Vote: 4.0.1

d. Review and revise first draft of Green Burial FAQs:

- TF presented first draft of a handout to applicants. Members went over the wording and answered a few questions. Written materials about green burials of MA towns of Brewster, Lexington, and Westford were referenced. The private Mount Auburn Cemetery's information contains some points that TF thinks we should discuss further.

- TF briefly discussed reference materials that could be useful for the Clerk’s office to give to applicants interested in a green burial - in particular, persons who want to manage the arrangements without the assistance of a funeral home. Recommendation to encourage plot owners to work with a funeral home for help with questions or issues. TF will follow up again with Gately–McHoul Funeral Home, and contact Nickerson Funeral Home, to ask about their relative capacity to arrange green burials. TF will revise draft FAQs for review at the April meeting.

4. Cemetery Supervisor Update: Brian Cowing (BC) did not attend the meeting. SB gave an overview of the progress of the volunteer cleanup efforts at the Winthrop Street Cemetery.

5. Old Cemetery Business:

- a. Year Rounders Festival March 12: SB and MH will represent the Commission at its table.
- b. MC discussed sample MA and IL checklists of acceptable documents of that could be modified for Cemetery Commission use to give applicants to purchase plots to prove eligibility as a “Resident” of Provincetown. On the MA Real ID form, the Proof of Residency section lists numerous types of documents that an applicant could provide. The IL form, Group 3: Residency, also lists relevant documents, many of which are the same as on the MA form. MC will draft a Checklist for review at the April meeting.

6. Cemetery plot sales:

- None

7. Cemetery buy-back requests:

- None

8. Other Business that may Come Before the Cemetery Commission That Could not Have Been Reasonably Anticipated Pursuant to MA Open Meeting Law:

- Concerns expressed by BC to SB about the extent of clearing at Winthrop St Cemetery.
- SB will follow up with BC about pick up by the DPW.

9. Review of action items:

- Patriots Day Celebration: SB will follow up with AH re: the limitations of what the Cemetery Commission and the Town can do to assist with planning and coordination since the event is sponsored neither by the Cemetery Commission nor Town of Provincetown.
- Green Burial FAQs: TF will complete second draft for review and revision at the April meeting
- Residency Requirements: SB will forward her draft Checklist to MC. MC will draft a revised Checklist for review and revision at the April meeting.

10. Date of next regular meeting: April 13, 2022

11. Adjournment: Motion to Adjourn

Motion approved by: LM

Second: SB

Vote: 4-0-0

Meeting adjourned at: 4:38 pm

Respectfully submitted by: Lynne Martin