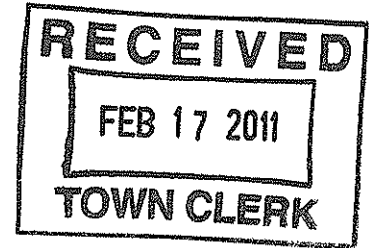


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Minutes



Provincetown Cemetery Commission

November 1, 2010

Present: Richard Olson, Chair, Greg Howe, Mark Collins and Tom Myers.

Absent: Sebastian Araujo (Alt.)

Also Attending : David Gardner, Asst. Town Mgr. and Michelle Jarusiewicz, Grant Administator.

The meeting convened at 2:00 p.m.

1. The minutes of the October 4 2010 meeting were approved.

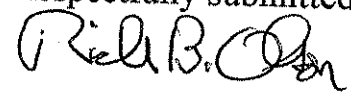
- 3 (taken out of order) Re Winthrop Street Cemetery, Michelle Jarusiewicz outlined steps we need to take to complete an application (by November 18) for a grant of CPA funds for restoring and preserving stones in the historic Winthrop Street Cemetery. She noted that there were two grants for the purpose from the Mass Historical Commission in 2001, and work was carried out, supervised by Martha Lyons, who is now working on our Library landscaping. Michelle and Tom Myers will contact Ms. Lyons for any guidance she may offer on assessing the needs for work to be done, prioritizing damaged stones and perhaps outlining a two phase program – a preliminary request for funds in support of an evaluation this year and a follow – through to apply for in the next cycle. We need to see what clearing can be done by Town crews, still considering making it a project for Americorps or a “Friends” organization. Mapping the plots should also be part of the first phase.

Ms. Jarusiewicz emphasized the importance of obtaining letters of support for our project from the Board of Selectmen, The Historical Commission, V.S.B. etc., and from the neighbors of the Cemetery.

- 2 (resuming the agenda sequence) Re the expansion project it was reported that ground has been cleared and the line laid out to demarcate the permitted expansion area. The amount to be appropriated under article 5 at the November 8th Special Town Meeting (out of funds available in the Sales of Lots Fund) had been thought by us to be just the \$1,055 owed to Billy Rogers for engineering, but it was agreed to ask for \$2,000 so as to cover the cost of the required split-rail fence and any other contingency prior to the annual Town Meeting in April. Cost of the fencing needs to be obtained.
- 4 On the subject of Cemetery funds and the reporting thereon, Mr. Olson confessed his own utter bafflement with the latest report and its revised formatting. He and Mr. Collins will get together with Dan Hoort, Director of Municipal Finance, in an endeavor to reach a meeting of the minds.
- 5 On membership, Mr. Gardener reminded us that we need to bring to the Board of Selectmen our wish for Sebastian Araujo to be made a full time member. For a new alternate, the name of Cheryl Andrews was mentioned [and the Chair has subsequently had an expression of interest from Dr. Mark Schiffman.]
- 6 Under other business, there was a discussion of record keeping for the sales of lots and payment of charges in connection therewith. The objective, expressed by Mr. Gardner, would be to have transactions completed at Town Hall, rather than at the B&G garage, with checks to the Town Treasurer for deposit to appropriate funds and deeds / certificates of title, or whatever issued by the Town Clerk, and a secure paper – (or cyber) – trail all around. Mr. Olson will provide deed or certificate examples to Mr. Gardner.
- 7 The date for the next meeting was set for December 6, and the following meeting will be on January 10, 2011. (1/10/11 – which Mr. Collins observed was a palindrome.

The meeting was adjourned at 3:15 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Richard B. Olson".

Richard B. Olson, Chairman
and Secretary Pro Tem.