

MINUTES

PROVINCETOWN CEMETERY COMMISSION

MARCH 5TH. 2012

Present : Richard Olson, Chairman, Greg Howe, Charles Westcott and James Cox and Mark Collins.

The meeting convened at 2 : 00pm.

1. The minutes of the February 6th. 2012 meeting were approved.
2. Regarding the Alden Street expansion, Mr. Olson reported that he is trying to get a summit together with NStar's Kathy White, Sean Mahoney of B&B Electrical (the Town's outside electrical contractor), Tony Lemme and Sandy Turner regarding the power line re-location. Mr. Olson has suggested they run the line from the existing pole connection, under-ground along Alden Street, and then under and along the Cemetery driveway. No response as yet.

As to naming of the new section, Mr. Olson suggested simply "Alden Cemetery".

As to the need for metal lot markers for the expansion section, the Chairman will inquire of David Gardner regarding cost, which we might meet out of Perpetual Care – Expendable. (The Chairman has subsequently heard from Tony Lemme that the needed grass-cutter tractor will be included in the Public Works Fleet Replacement Plan – see ATM Warrant Article 5, item 7.)

(As to the \$4,950 contract with Slavitt MCC to repair nine fallen or at risk stones, the Chairman has subsequently learned from David Gardner that the Town Manager has now approved our awarding of it and spending the money out of Perpetual Care – Expendable.)

- 3 Regarding the Winthrop Street Cemetery preservation and restoration project, Mr. Howe reported that the CPC has approved a grant of \$40,000, to be part of their recommendations to ATM (see ATM Warrant, Article 9, item 2C.) Mr. Howe will contact Martha Lyon and begin discussion of how much more may be needed to complete the stonework and provide for signage, planting pathways and the like. Funds from the new grant should be available July 1, assuming Town Meeting approval. Mr. Olson will talk to Dan Hoort, Director of Municipal Finance about the availability of the \$11,186 or so that appears to be in a Unibank account entitled “Winthrop Street.” He will also speak with Michelle Jarusiewicz regarding the need of a new RFP process.

(The Steering Committee will be meeting on Monday March 26th., at 10 AM. In the Caucus Hall meeting Room at Town Hall.)

The next step will be discussion of a potential Phase Three, to complete the Winthrop Street work and perhaps shift focus to the Hamilton and Gifford Cemeteries, with a new CPC application deadline to be met.

Finally, Mr. Howe urged that we talk to David Gardner about DPW spraying in spring and fall and other regular maintenance work, with our participation, lest it all slips back into the slough.

- 4 Regarding mapping and record keeping, we wait to hear further from David Gardner and Lynn Martin. (Subsequently, the Chairman has heard from Tony Lemme that the new, approved system for sales of lots through the Town Clerk’s office is not yet up and running.)

5 Regarding status of Cemetery funds and accounts, the Chairman circulated a set of final accounts furnished by Dan Hoort, originating from the Town's independent auditor, Thos. J. Scanlon, giving us an entirely original view into this labyrinth. We have more questions for Mr. Hoort, which Mr. Olson will pursue and perhaps invite Mr. Hoort to our next meeting.

6 Under other business, there was some further discussion of our policy concerning lot buy-backs, and Mr. Olson undertook to pursue our questions with David Gardner.

It was also mentioned that the Merrill Lynch, who manage investment of the Perpetual Care Trust Fund, are pulling out of such municipal business. Dan Hoort is on a search for a replacement financial institution. (Goldman Sachs is not in the running !)

7 The date for the next regular meeting was set for April 2nd., 2012.

The meeting adjourned at 3:00pm.

Respectfully submitted,

Richard B. Olson
Chairman and Secretary pro tem.