

MINUTES

PROVINCETOWN CEMETERY COMMISSION

AUGUST 6, 2012

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

Absent: James Cox and Richard Kelley, Alternate.

Also Attending: Doug Johnstone, Town Clerk.

The meeting convened at 2:05pm.

1. The minutes of the meeting of June 4, 2012 were approved.

(Discussions of various following items on the agenda were abbreviated due time constraints upon some members of the Commission.)

(Doug Johnstone took the occasion to point out to us some new wrinkles in the Open Meeting Law, most notably the problem of even two members of a committee meeting with other Town officials to discuss public business.)

2. Members signed the deed/easements for three lots sales, which we have now been advised is the legally proper procedure for these transactions.

Regarding these and other sales of plots in the new expansion section along Alden Street, the issue arose of permitting upright headstones on single 5 X 10 foot plots. Cemetery Superintendent Tony Lemme has opined that they will not permit the operation of grass – cutting equipment between them, yet the Commission feels strongly that lot-purchasers expect to be able to erect headstones and that weed-whackers can cut the grass between. Mr. Howe moved that headstones be permitted no more than 2 ½ feet wide (and 3 feet high), which motion was

approved by the Commission.

3. Mr. Collins reported briefly on conversations which he and the Chairman have had with Municipal Finance Director, Dan Hoort, in which he assured us that we could rely on Cemetery fund and account balances to be furnished monthly by the Town's independent auditor, Thomas Gallagher, and dispensing with reports from the Town Treasurer. We will also have quarterly reports from Bartholomew, the managers of investment for the Perpetual Care Trust Fund. We are assured that the \$14,000+ debit which the Treasurer's reports have been holding against the Expendable Portion has gone away. Further, it is clarified that the \$11,150 in the Unibank account is included in the independent auditor's accounting for the (Expendable Portion) of the Perpetual Care Trust Fund. (Note – This sort of meeting may be such as should not have taken place without public notice, as per Doug Johnstone's new Open Meeting Law cautions.)
4. Regarding our Alden Street expansion project, the Chairman reported that the Wi-Fi link has still not been put in place, nor do we have final costs for the entire project. Mr. Howe circulated a memo on Columbarium considerations and opined that the cost of one may be beyond our current resources. We agreed that a disinterested professional is needed to advise advise us, and Mr. Howe will discuss with Martha Lyon.

Lot buy-back policy and amendments to the Cemetery Rules and Regulations were deferred. Regarding use of the ±\$11,150 Unibank account designated Expendable Portion of the Perpetual Care Trust Fund for further restoration of fallen stones at Alden Street, Mr. Olson will consult with Michelle Jaruseiwich. (With Pam Hudson, actually, with regard to RFP requirements.)
5. With respect to the Winthrop Street Cemetery Restoration Project, Mr. Olson will draft a letter to the Board of Selectmen requesting permission

(or confirmation of our right) to use the \$3,750 Unibank balance (acct.# 1630) for the current phase.

Mr. Olson will also discuss with Michelle Jaruseiwich the next step in Applying for a further CPC grant.

6. Discussion of the smallpox memorial project was deferred, but the Chairman circulated a memo and will be meeting soon with Dennis Rhodes.
7. No other business came before the Commission.
8. The next meeting was scheduled for Monday, September 10, at 2:00 pm.

The meeting adjourned at 3:00 pm.

Respectfully submitted

Richard B. Olson
Chairman & Secretary pro-tem.