



**Cemeteries Advisory Committee**  
**27 February 2017 at 5:30 PM**  
First Floor City Hall Council Conference Room  
Gloucester City Hall

## **Meeting Minutes**

1. Attendees - David Rhineland, Beverly McKean, Sandy Barry. Patti Amaral was absent.
2. We reviewed and accepted the meeting minutes from the February 2, 2017 meeting. The minutes have been posted.
3. End of Year letter to the Mayor completed and sent to DPW, GHC, and entire City Council. Mike Hale, DPW, will attach our report to his and send to the mayor. It will cover 5 months, September 2016 through January 2017.
4. The end of year letter was posted to the CAC website <http://www.gloucester-ma.gov/Archive.aspx?AMID=139>
5. Budget & Expenses update.
  - No Gloucester Fund account balance obtained from Barry Pett yet.
  - No money received from Awesome Gloucester 2<sup>nd</sup> attempt.
  - SHRAB Veteran's grant approved for \$6,327. The CAC has to come up with matching \$6,237 cash and/or in-kind.
  - We are working on the CPC application now. We are asking for \$9,500 for non-veteran historic stones.
6. We reviewed our notes from the unsuccessful Awesome Gloucester pitch given on February 20, 2017. We will focus the next pitch on how we would specifically use the \$1,000. We will list out materials needed - D/2 cleaning solution, epoxy, cement, and purchasing a stone lift. We need some

- funds to start work in the cemeteries as soon as the temperature gets warmer.
7. Josh Gerloff has given Beverly leftover t-shirts and Crystal allowed us to use the design template. We would like print and sell more t-shirts as a fundraising tool.
  8. We reviewed one business card sample that could be used by CAC but the decision to use it wasn't unanimous.
  9. Loaded Patti's latest cemetery photos to our Google drive and created a new Universalist Burial Ground Facebook page. New photos available for Amvets and Bray.  
<https://www.facebook.com/UniversalistsBurialGround/>
  10. *Move this item to a future meeting - CAC city website content, what else do we want to include? - <http://gloucester-ma.gov/index.aspx?nid=869>*
  11. Define agenda for next DPW Mike Hale meeting. At least 2 members will attend the meeting followed by meeting minutes.
  12. Patti has made contact with Tommy Newhall from Pike-Newhall Funeral Home. He has been invited to our March 27 meeting.
  13. New Cemetery Database Excel spreadsheet loaded into Carol Kelly's MS Access database. 1) Discussed loading First Parish Burial Ground. 2) Carol Kelly approached Findagrave and they are willing to give us a download of all Gloucester cemeteries to load into our database. Findagrave has about 50% of the graves loaded in their database so we will have to inventory the rest of the graves.
  14. CPA Community Preservation Act Project Eligibility form due end of February. This will cover work in FPBG and Clark. This was sent and accepted.
  15. Email introduction sent to new Archivist Katelynn Vance. Once we define our agenda we will invite her to either the April CAC meeting.