



Cemeteries Advisory Committee
27 March 2017 at 5:00 PM
First Floor City Hall Council Conference Room
Gloucester City Hall

Meeting Minutes

CAC attendees: Sandy Barry and Patty Amaral. Beverly McKean was absent.
Visitors: David Rhinelander, Mary Ellen Lepionka, Holly Clay-Smith, Jude Seminara, and Bob Whitmarsh

1. Reviewed minutes from the February 27 CAC meeting and accepted
2. Pending CAC board member, Carol Kelly, has submitted all her paper work and we expect her approval in April. The CAC wrote a letter of referral.
3. SHRAB Preservation Grants for Veteran's Collections update. The committee has been awarded \$6,326. The grant has to be matched with cash and/or in-kind funds. To schedule work with Fannin Lehner, Preservation Consultants, the CAC will write a letter of acceptance. As part of the matching grant we will need volunteers to clean 31 veteran stones.
4. We presented our CPA project to the Historical Commission right after our meeting on March 27. The GHC approved our project. Our application is due April 17 by noon.
5. Bray Cemetery tree update - two very large and dangerous trees were removed by the DPW. See the Bray FB page for before and after pictures. <https://www.facebook.com/Bray-Cemetery-Gloucester-MA-246692009006569/>
6. Awesome Gloucester pitch for \$1,000 resubmitted for a 3rd attempt with the breakdown as follows –
 - a. D/2 Biological Solution (\$40 a gallon), 4 gallons are required for the summer season.
 - b. Jahn restoration mortar (\$270 five gallons)
 - c. Monument Jack-Extra Heavy Duty (\$599)
 - d. Graffiti remover, Elephant Snot (\$90 gallon).
7. Moss Rudley sent us a workshop proposal for June 16 and 17. Moss is the superintendent, Historic Preservation Training Center, National Park Service in Maryland. The Christopher P. Robinson Memorial

Fund Gravestone Preservation Workshops will be led by Jason Church, Moss Rudley & Jon Appell in Collaboration with The Preservation Trades Network. We cleared the work with DPW Mark Cole as long as it's not in an active cemetery. Final proposal will go to DPW.

8. (move to April meeting) Agree on memo to the DPW (Mark Cole, Melissa Cox, Mike Hale) about the lot fee increase.
9. (move to April meeting) Mayor March 1st end of year update sent.

Prioritize goals for year 2017

- a. Oversee and manage the SHRAB grant work that will involve trained volunteers and professionals.
- b. Continue the condition assessment of the other city-owned cemeteries.
- c. Find out who's working in the cemeteries and establish a way to communicate with them. We've meet with Walter McGrath and he's given us a lot of his Cove Hill notes and a video he did for Cape Ann TV.
- d. Review the perpetual care fee increase based on the work done by Mark Cole, Asst Dir DPW.
- e. Continue working on the database with Carol Kelly as well as design the searchable website interface.
- f. Populate the CAC city website with current and interesting information
- g. Meet and collaborate with new archivist Katelynn Vance who will share her time between Archives and the Library.
- h. Prepare the budget for the coming year and submit through the Mike Hale DPW.
- i. Explore options for funding so we can continue the repair the damaged headstones. Ensure timely access to funds and distributions. Meet with Gloucester Fund Barry Pett to establish a relationship.
- j. Develop 5 year plan for Clark – Clean, restore and preserve headstones, re-establish main circulation paths for walking, maintaining cemetery. Work with conservation agent on how to eradicate the Japanese knotweed.
- k. Continue executing recommendations made on the 2008 First Parish Burial Ground Preservation Plan.
- l. Gloucester's 400th anniversary in 2023 will coincide with (hopefully) completion of 5-year plan. Plan events celebrating

improved condition of cemeteries and accessibility of historical info.

- m. Involve local schools, scouting groups and other interested organizations, including the Rotary Club by offering to give presentations and tours.
- n. Design and recommend signage, including QR codes, with cemetery history to increase interest.
- o. Continue research with the Historical Commission, into three shipwreck graves. Wrecks include Rebecca Ann and Industry in First Parish, and the Persia in the Universalist.