



**Cemeteries Advisory Committee**  
**24 April 2017 at 4:00 PM**  
First Floor City Hall Council Conference Room  
Gloucester City Hall

## **Meeting Minutes**

**Attendees** – Sandy Barry, Carol Kelly

1. Reviewed and accepted minutes from the March 27 CAC meeting.
2. Carol Kelly is now an official CAC alternate, appointed by the mayor. We gave her access to our Google drive.
3. CPA Grant Status, submitted to the CPC on April 18 and the CPA will conduct a site visit on May 4<sup>th</sup>.
4. Awesome Gloucester pitch for \$1,000 was resubmitted for a 3<sup>rd</sup> attempt but not chosen in May. They said we should apply again by May 31, application submitted. The 3<sup>rd</sup> application was submitted with the breakdown as follows –
  - a. D/2 Biological Solution (\$40 a gallon)
  - b. Jahn restoration mortar (\$270 give gallon)
  - c. Monument Jack-Extra Heavy Duty (\$599)
  - d. Graffiti remover, Elephant Snot (\$90 gallon)
5. The CAC will host a gravestone preservation workshop on June 16 and 17 in Clark's and First Parish Burial Ground. The workshop will be conducted by Moss Rudley, the superintendent Historic Preservation Training Center. He is part of the National Park Service in Maryland. We expect about 30 people. See the agenda at the end of this document.
6. Lot fee increases were discussed (first pass below). Once we agree we need to send a memo to the DPW (Mark Cole, Melissa Cox, Mike Hale).
  - a. Single Grace \$500 to \$700
  - b. Cremation \$200 to \$300
7. We need to know how many slots are available in Clarks, we will ask DPW if there are 40 and if there are then will it become an active cemetery with normal maintenance?
8. Scheduled a meeting with Ken Whittaker in Conservation Commission on invasive plan species in the cemeteries. Japanese

- Knotweed has been a huge problem in the Clark's Cemetery. The meeting is scheduled for Friday May 26 at 9:30 and Richard Clark has been invited. The Clarks have worked very hard to remove the knotweed but then it returns making it very difficult to work in the cemetery.
9. We need to ask DPW for a consistent water source in FPBG and Clark's. For now, they've given us access to a water tank when required.
  10. Mayor March 1st end of year update sent to DPW and they will attach to their report. The CAC needs to prioritize goals for year 2017
    - a. Active - Oversee and manage the SHRAB grant work that will involve trained volunteers and professionals.
    - b. Active - Continue the condition assessment of the other city-owned cemeteries.
    - c. Pending - 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. Active - Review the perpetual care fee increase based on the work done by Mark Cole, Asst Dir DPW.
    - e. Active - Continue working on the database with Carol Kelly as well as design the searchable website interface.
    - f. Pending - Populate the CAC city website with current and interesting information
    - g. Pending - Meet and collaborate with new archivist Katelynn Vance who will share her time between Archives and the Library.
    - h. High Priority - Prepare the budget for the coming year and submit through the Mike Hale DPW.
    - i. Pending - 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. Pending - 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.

## Gravestone Preservation Workshop

This 2-day workshop will provide basic information and skills for people who are interested in preserving historic gravestones and cemetery monuments. Each day will have an entirely different focus, and the content will not repeat. Participants are welcome to attend either or both days. The event is raising funds for the Christopher P Robinson International Preservation Trades Exchange Scholarship which will support preservationists who want to travel overseas to expand their skills and knowledge.

The instructors are donating their services to this effort-

Jason Church: NCPTT

Moss Rudley: National Park Service, Historic Preservation Training Center

Jonathan Appell: Atlas Preservation Inc.

Treatments that will be conducted:

The exact scope of the workshop is partially site specific, varying with the type of stones, and needs of the cemetery where the workshop is conducted.

\* Gravestone cleaning will be discussed, demonstrated and performed. If they are very fragile they can be harmed if cleaned aggressively. Safe cleaning techniques will be explained with options outlined for best product selection.

\* Re-setting of a tablet-stone, which is badly leaning, and or in a sunken condition.

- \* We will disassemble and then re-construct a multi-piece monument. This will involve discussion on some material options. The process includes re-leveling the base stone, removal of all joining material, applying bonding materials, lowering upper element into base stone safely, and properly re-grading around the stone.
- \* The attendees will also learn how to join broken gravestone fragments together employing stone epoxy, clamping and bracing techniques and options.
- \* We will discuss the pros and cons of drilling and employing blind pinning.
- \* An overhead, lifting tripod will be employed. We will discuss slings and rigging options, and then rig and lift a large monument of some type, which is in need or re-setting due to being unstable for some reason, or one that is already fallen.
- \* We will also discuss and demonstrate the materials required, and the process involved in replacing eroded or lost stone with the use of a stone infill material. This includes preparation, application, curing of mortars, color matching, etc.
- \* The process and potential need for consolidation of weak and decayed gravestones will be explained. The problems associated with sealing historic gravestones will be covered.

Location: Clarks Cemetery and First Parish Burial Grounds (National Historic Landmark), Gloucester, MA

Cost : \$85 for 1 day or \$150 for both days

Contact Info: Moss Rudley: [mossrudley@yahoo.com](mailto:mossrudley@yahoo.com) phone: 304-261- 1748 or Jon Appell: [jwappell@gmail.com](mailto:jwappell@gmail.com) phone- 860-558- 2785

Best regards,

[Preservation Trades Network](#)