



Cemetery Advisory Committee

Minutes

October 10, 2017

Veteran's Services Building

12 Emerson Ave.

Gloucester

5:30-7:00 PM

Present:

Committee Members: Sandy Barry, Carol Kelly, Beverly McKean

Guests: Chris Maney, Mary Ellen Lepionka, Kathy Hurlburt

1. September 2017 minutes reviewed and accepted.
2. The Committee has been in contact with Edith Sparling, who worked for the DPW and was a devoted advocate for the cemeteries. We are in the process of locating and working with the incredible work that she did, especially, to begin with, the work she did on for the Fisherman's Memorial at Beechbrook and the National Register Historic Places. The Committee will begin to move forward with the application which seemed to have been stopped in mid-process. Important documents have been located and are now being scanned/shared/posted. Eventually the Committee will develop a Finding Aid (a typical library/archive document) which will organize and clarify where all this information is located, including records at the DPW, the Cape Ann Museum, the City Archives and the Sawyer Free Library.
3. Budget: The Committee has been asked to develop a budget for the city. We began by considering what we had spent in the past year and use that as a gauge so our initial proposal is approximately \$2000 allocated in the

following way: Training \$500, Preservation supplies and materials, \$1000, Documentation, education and public outreach, \$500.

4. Donations: Public records of all donations and their applications will be kept on the Google Drive. We'll continue to work toward figuring out how best to handle this.

5. Status update:

--SHRAB grant at First Parish: 50% done. Everything is documented. Work resumes Oct. 15th.

The Committee made a purchase for required SHRAB materials which the DPW did not have. DPW has asked for another copy of the receipt, \$709. Copies will be sent to DPW.

6. Status update:

--Cemetery Inventory – Langsford, Second Parish, and Seaside are done. A template for reporting will be developed.

--Awesome Gloucester – Did not get the grant this month.

7. Request from Joe Orlando to NOT increase fees for Veterans. The Committee had requested an increase in cremation fee from \$250-\$300, for the regular plot is \$500-\$700. We need to find out if there is a designated area for veteran's, in for example, Beechbrook. Do they have to be indigent to qualify for this? More information is needed.

8. Clark's Cemetery:

--Japanese knotweed: completed site plan with borders and wetland buffer zone. Result: not in the buffer zone. Ken Whitaker and Mike Hale will deal with this once they receive the actual report. The Committee has asked for a

copy of the report. Richard Clark orally reported that Clark's is NOT in wetland or wetland buffer zone.

--Stairway from the Oval to Clark's is planned. Joe Orlando found a volunteer carpenter and DPW/Mike Hale is supplying materials. Joe is also organizing a major clean-up in Clark's/First Parish.

8. Publicity update: GHC recommends contacting Marty Luster, GDT, GMG, Facebook. Edith Sparling and others have done articles to raise awareness of cemeteries. Discussion on how to organize a regular series of articles. It was noted that any materials should ALWAYS include what the Cemetery Advisory Committee is and that donations welcome to support preservation.

New Business: A draft letter to the schools was distributed to be considered.

Meeting adjourned at 7 PM

Next meeting: Nov. 14, 2017

Respectfully submitted by Carol A. Kelly

