



Cemeteries Advisory Committee
2 February 2017 at 4:00 PM
City Hall Council Conference Room
Gloucester City Hall

Meeting Minutes

Attendees: Beverly McKean, Patti Amaral, Sandy Barry, and David Rhineland

1. We're currently drafting the **Mayor's end of year letter** using our monthly highlights. <http://www.gloucester-ma.gov/Archive.aspx?AMID=139>
2. **Budget & Expenses.** As of Feb 2, we don't what's available in the CAC account. We haven't received a balance from Barry Pett who oversees the account. Barry will be invited to the February 27 or March 27 meeting. Since September 2016, when the CAC was established, we've received \$300 from the Daughter's of the American Revolution. However, we don't know if there was a balance prior to this date.
3. We submitted second application to **Awesome Gloucester** hoping to win the \$1,000. Unfortunately we weren't able to win during our first attempt in January.
4. **SHRAB** grant. John Warner the Archivist of the Commonwealth of Massachusetts asked for additional information. On January 31, we sent detailed specifications from a qualified monuments conservator for the methods and materials to be used for the proposed cleaning, restoration, stabilization and/or resetting of the monuments noted in our application. We also provide detailed specifications for the methods to be used for the brush and tree removal, showing that those methods meet accepted guidelines for such work in burial grounds.
5. **SHRAB** grant. Massachusetts Historical Commission has given our project PNF approval.
6. Josh Gerloff has some remaining **FPBG t-shirts** he's offered to give the CAC, they need to be picked up.
7. Some of the CAC members have been meeting with **Carol Kelly** who's offered to help us with our searchable cemetery database. At this point she's taken the edited excel spreadsheet and loaded it into her MS Access database. The next meeting is scheduled on February 24.
8. The **CPA Project Eligibility** form for FPBG and Clark is due by February 28. Two CAC members attended the Feb 8 **CPA workshop** which was very informative.
9. Email introduction sent to new **Gloucester Archivist Katelynn Vance** who we'll invite to the March CPC meeting.

10. Cemetery visits update. **Photos** were taken at Bray, Amvets, and Universalists burial ground. A new Facebook page was created for the Universalist burial ground - <https://www.facebook.com/UniversalistsBurialGround/>
11. Connected with **Tommy Newhall** at Pike-Newhall Funeral Home. We will follow-up to see if he will meet with us at the March 27 CAC.
12. We will setup a meeting with **Mike Hale at DPW**, prefer early morning and we'd like to make sure at least two members attend and take notes.
13. We would like to meet with **Newt Fink at the Universalist church** to see if they have records we could come look at.
14. We have a **business card** example, which we will review at the meeting.
15. The **signs** installed at FPBG and Oval Field were requested by Richard Clark in July via SeeClickFix. However, he wanted a sign posted at Clark but it may have been posted at the Oval instead.
16. Capt. Raymond H. Bates, Jr. lecture on January 28 covered Cape Ann **Shipwrecks**. His book covered several wrecks that indicated possible unmarked graves in First Parish and the Universalist Burial Grounds. We do know Captain Miles Barnes of the Industry is buried in First Parish and has a stone.
<https://findagrave.com/cgi-bin/fg.cgi?page=gr&GSln=Barnes&GSiman=1&GScid=1662188&GRid=61843030&>
17. **CAC city website** is in early stages and we're looking to define the content now.
<http://gloucester-ma.gov/index.aspx?nid=869>