



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

Meeting Agenda

CITY CLERK
GLOUCESTER, MA
2017 MAR 21 AM 8:24

1. Review/update minutes from the February 27 CAC meeting.
2. Visitor Tommy Newhall from the Pike-Newhall funeral home.
3. Carol Kelly alternate CAC member.
4. 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. Sandy to give the CAC an update about the recent discussion with Minxie from Fannin Lehner Preservation Consultants.
5. CPA Eligibility form was accepted. The CAC needs to present project to the GHC, March 27 during their 6:30 meeting on the 3rd floor.
6. 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/>
7. Awesome Gloucester pitch for \$1,000 resubmitted for a 3rd attempt 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)
8. Workshop proposal for June 23-25 from Moss Rudley, the superintendent, Historic Preservation Training Center, National Park Service in Maryland.
9. Agree on memo to the DPW (Mark Cole, Melissa Cox, Mike Hale) about the lot fee increase.
10. 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.