

NANTUCKET CEMETERY COMMISSION
Posted Meeting of September 14, 2022, at 3:00 pm
DPW Conference Room, 188 Madaket Road with Zoom Connectivity

DRAFT MINUTES FOR REVIEW AND APPROVAL

Attendance: Commissioners: Frances Karttunen, Allen Reinhard (Chair), and Barbara White; Charlie Polachi and TaKyra Renner (DPW).

Absent: Scott McIver and Lee Saperstein

1. Call to Order.

Allen Reinhard called the meeting to order at 3:07 pm. He reminded participants that the session was being recorded (<https://youtu.be/wM3VmTNOcRw>). A roll-call of attendees showed that a quorum existed.

2. Public and Commissioner Comments.

With no members of the public present, there were no public comments. Allen Reinhard did have, however, a comment from the chair. He shared a thank-you letter from Cleary Larkin, Acting Director, of the Preservation Institute of Nantucket, PIN, for the assistance given by the Commission, in particular Barbara White, to PIN students on a visit to the Historic Coloured Cemetery.

3. Approval of Minutes from August 10, 2022.

With respect to the minutes of August 10, 2022, Frances Karttunen noted the editorial changes made to the sentences about a field trip provided by Barbara White to PIN students. She then moved adoption of the minutes, Barbara White seconded, and an unanimous roll-call approved them.

4. Approval of Lot Sales Since Last Meeting.

Allen Reinhard reported that he has sold lot C-19 to John Beni and C-20 to Bruce Beni; he also put a hold on lot C-21 for another Beni family member. He is seeking Commission approval of the sale of lots C-19 and C-20. Approval was moved by Barbara White, seconded by Frances Karttunen, and approved unanimously by voice vote.

Frances Karttunen asked about the number of remaining lots at Polpis and Allen Reinhard answered that there are ten.

5. Status Report on Polpis and Newtown Cemeteries.

The above question provided a segue to Item 5, “Polpis Latest Developments and Consolidation of Newtown; Lay Out of New Lots on Existing Land at Polpis.” Ken Beaugrand was not

available for this meeting but Allen Reinhard provided an update. The land swap at Polpis is stalled waiting on a survey but there is available land in the existing cemetery on which to lay out additional lots. He has spoken with Joe Marcklinger, a surveyor, about laying out lots. The simplest move would be to extend rows up the hill to the existing boundary. He would like to arrange a scheduled meeting of the Cemetery Commission at Polpis to look at potential lot layouts. After a review of possible dates, it was agreed that this meeting should take place after October 6th; it could very easily take place on October 12th, the next regularly scheduled meeting. With new lots, there will be a need for additional corner and toe markers.

6. Monument Restoration Project.

Allen Reinhard announced that the Ludlow Memorials, the contractor working on restoring monuments in Old North Cemetery, had completed their work and provided the Town with a detailed work report, in which each stone that had work done on it was given a page for description of the work and before and after photographs. He has spoken with Walter, the Ludlow foreman, who promised to give the Town a cost-estimate for work on the remaining four cemeteries (Historic Coloured, New North, Newtown, and Quaker). This led directly to the next agenda item on Cemetery budget.

7. Cemetery Budget for FY 2023, Process and Procedures.

Allen Reinhard introduced this budgetary item by saying that expenditures for monument restoration have come from the Community Preservation Committee, CPC, grant. He then asked Charlie Polachi to provide fund balances such as he knew them. For the CPC grant, which started at approximately \$108,000, \$40,417 was spent with Richard Grubb and Associates for the condition report; another approximately \$32,000 was spent on a surveyor; and the final expenditure to Ludlow for around \$27,000 left a balance of \$8200 in the grant account. The DPW operational account has a balance of \$8377. Charlie Polachi asked Ludlow for an estimate to do the remaining cemeteries and was told that it would be in the order of \$110,000.

A question was asked about the bill for the surveyor; was it in connection with the condition report or was it for something else, perhaps even mistakenly applied to the cemeteries? Charlie Polachi said that he would look at the specific invoice to learn more about it. He has also spoken with Alice Kellogg, Assistant Procurement Officer in the Finance Department, to learn more about commission accounts. While several commissioners spoke regretfully about not having a Treasurer as a commission officer, Charlie Polachi said that he will monitor accounts and will bring a status report to each subsequent meeting. He was clear that lot sales income may not be used for restoration and conservation work but is most acceptable for scheduled maintenance such as mowing and brush cutting and maintenance projects such as fence replacement and signage. The transfer of lot sales income into an operational budget will, like any other budget of the Town, require Annual Town Meeting approval.

A question was posed on the choice of the next cemetery for monument work. At the moment we have in the order of \$8200 [in one place my notes suggest \$8400 and in another, \$8200] that might be enough to do work on the limited number of stones in Quaker Cemetery. Charlie Polachi promised to sort through the budget numbers.

8. Inurnment Form Change.

Allen Reinhard held up a copy of the inurnment application form and said that it had been modified to include four boxes, resembling the four locations in any one lot in which an urn may be placed, to record the specific location of an urn or urns. He asked the Commission to approve this change to the form. Barbara White so moved, Frances Karttunen seconded, and approval was unanimous in a roll-call vote.

9. Old, New, Other Business and Final Comments.

Frances Karttunen raised the question that she had posed in earlier meetings of the fencing and brush cutting at New North Cemetery alongside of Franklin Street. Charlie Polachi said that this item was on the DPW work-order list; he would check on the priority assigned to it.

Barbara White, reflecting on the need to have some younger voices on the Commission, asked how to ensure that Lena Civitarese, a Nantucket teacher, could participate. Expansion of the Commission will require a regulatory change and that may happen only with the consent of Annual Town Meeting. On the other hand, we can amend our meeting time to be more convenient for her as long as we can get a meeting room. Inasmuch as no one else uses the DPW meeting room, subject to permission from the DPW, this should be possible.

9. Adjournment.

Adjournment came at 4:00 pm by a motion to adjourn made by Frances Karttunen, seconded by Barbara White, and approved unanimously.

Next regular meeting: Wednesday, October 12, 2022, at 3:00 pm, in the DPW conference room at 188 Madaket Road. For those who wish to attend virtually, a Zoom link will also be sent to Commissioners.

Respectfully submitted: _____; Date: _____
Lee W. Saperstein, Secretary

Nantucket Cemetery Projects List.

- Cemetery monument condition survey (completed); awarding of four more contracts for monument conservation.
- Split rail fence at Polpis Cemetery: installed in existing cemetery; needed in newly acquired land.
- Survey to lay out additional lots at Polpis.
- Toe and lot corner markers for new Polpis lots when laid out.
- Consolidation of lots at Newtown Cemetery with recordable ground survey.
- Fencing at the Historic Coloured Cemetery: sections installed, needed against Vesper Lane.
- Fencing and brush removal at New and Old North Cemeteries.