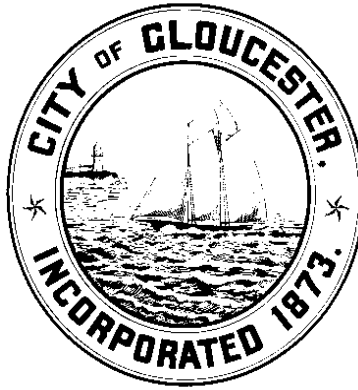




City-Owned Cemeteries Advisory Committee
Tuesday, 8 September 2026 from 5:30pm to 7:00pm
The Rose Baker Center for Aging Well
2-RBSC - Upstairs Conference Room
6 Manuel F. Lewis St., Gloucester, MA 01930

MINUTES

Members Present: Sandy Barry, Matt Murray, Melissa Hobbs, Cindi Williams, and
Christine Maney Guest: Kathy Clark

The meeting was not recorded due to technical recording problems. We continued with the meeting since our agendas state the following, "Please note that the in-person meeting will not be suspended or terminated if technological problems interrupt the remote connection."

1. Minutes for 16 June 2026 were approved.
2. Sandy gave an update on the status of current restorations. **Gravesite Preservation** (Rob Surabian) completed the restoration of 10 damaged stones in First Parish Burial Ground caused by a dead tree falling during a winter storm in Dec 2022. DPW paid for the restoration, \$3791.00.

The restoration of American Revolutionary War veteran **Josiah Choate** (DOD 1798) has been delayed due to funding and the need to clear fallen trees on the fire road that leads from Concord Street to Second Parish burial ground. Rob had told Sandy that he would look to see if there was an alternate path for his equipment in order to reach the cemetery. The restoration work was to be completed in the cemetery due to the size of the stone and the remoteness of the cemetery. Sandy was going to speak to DPW about clearing the fire road. During the discussion Choate funding possibilities included approaching the Sons of the American Revolution (SAR) and Daughters of the American Revolution (DAR).

3. Melissa delayed the update on erosion repair at Langsford until the October monthly meeting.
4. Chris gave CCAC's Treasurer's Report as of 8 September 2026.

Account	Balance (\$) 09/08/2026
2026 DPW CCAC Budget	5,000
Historical Burial Fund	670.46
Cemetery Donation Fund (Langsford)	1,075.00

2026 transactions

DPW CCAC Budget / Date	Credits/Debts (\$)	Current Balance (\$)	Notes
07/1/2025	5,000	5,000	2025 DPW CCAC Budget
05/12/2026	-5,000	0	2026 CCAC Restoration 15 stones
07/1/2026	5,000	5,000	2026 DPW CCAC Budget

Cemetery Donation Fund (Langsford) / Date	Credits/Debts (\$)	Current Balance (\$)	Notes
01/01/2026	2,000	2,000	Carroll Steele Insurance Funding
05/12/2026	-775.00	1,225.00	2026 CCAC Restoration 15 stones Owed to Historical Burial Fund
	-150.00	1,075	Owed to Historical Burial Fund

5. Chris shared with the committee that DPW assumes that the 2027 DPW CCAC Budget will remain at \$5,000.
6. Due to a prior commitment, an update by Carol on her meeting with Gloucester's IT head, John Gillis, to discuss the DPW files and backups was delayed until the October monthly meeting.
7. Due to a prior commitment, an update by Carol on contacting Mike Hale and the Mayor letting them know that CCAC is looking into the possibility of local businesses contributing financial support yearly to the city cemeteries and/or adopting a city cemetery providing financial support was delayed until the October monthly meeting.
8. Due to a prior commitment, an update by Carol on the status of her volunteering to create a written presentation to use when approaching businesses asking for their financial support for the city cemeteries was delayed until the October monthly meeting.
9. In late June Chris spoke to Gloucester's CFO, Conor MacCorkle, and was told the city does have tax-exempt status much like a 501c3. After explaining to him that CCAC has been unable to apply for several grants because of the non-profit stipulation, he said that the city can receive tax deductible gifts and he would send Chris copies of the city's tax-exempt ID. Conor also stated that the city cannot receive Vimeo or PayPal donations.

Since meeting with Conor in June, Conor has stepped down as Gloucester's CFO and Chris is working with the city's finance department to secure the city's tax-exempt ID.

10. Chris is currently waiting to hear back from Cape Ann Savings' Marketing Department on their civic donations and support.

11. Melissa gave the committee an update on what she knew with respect to the Gloucester Historical Commission's application to the MA Historical Commission. She said Susan Morreale applied to the MA Historical Commission in nominating Lane's Cove Landing and the surrounding historic area to the National Register of Historic Places. The area in question includes Cove Hill Cemetery. John Lane donated the area for Cove Hill Cemetery after the death of his daughter (Deborah Lane, DOD 1729). John Lane had owned over 60 acres in Lanesville. It was mentioned to her that state funds would be available if the application was accepted but no funding details were offered. Melissa asked if CCAC would submit a letter of support for this application and Sandy volunteered to write the letter of support.

Melissa also mentioned the Lanesville community project spearheaded by the Lane's Cove Historical Association (LCHA) to place a plaque in Lane's Cove honoring John and Dorcas Lane is moving ahead.

12. Matt prepared and distributed to members of the committee a 7-page pictorial handout that offered examples of local columbaria: **Cedar Grove**, Dorchester, MA and **St. Joseph's Cemetery**, West Roxbury, MA.

He discussed the pictorial handout pointing out niche design (cremains compartments), niche covers (outward sealing materials used and engraving), supporting structures (wall or free standing), foundations (base structures), protective tops and caps (drainage), and landscape features. Members learned a lot from the visual display and discussion.

Matt was asked to research pricing:

- a) The cost of a niche panel (a unit of multiple niches)?
- b) The cost of installing a niche panel (a unit of multiple niches)?
- c) The cemetery cost to a person or family interested in purchasing a niche?
- d) The cost for a niche burial?
- e) Do cemeteries require perpetual care fees for a niche? If so, how much?

13. New Business

- a) Kathy remarked that on social media it was noted that people were using the water at city cemeteries to wash their cars during Gloucester's water restriction mandate.

- b) Cindi had nothing to report but is still following the bill, **Senate, No. 2851**

"The committee on Public Health, to whom was referred the petitions (accompanied by bill, Senate, No. 1611) of Jacob R. Oliveira and Paul W. Mark for legislation to offer natural organic reduction as an environmentally-friendly burial alternative; and (accompanied by bill, Senate, No. 1612) of Jacob R. Oliveira for legislation relative to burial alternatives that protect the environment, report the accompanying bill (Senate, No. 2851)."

Meeting was adjourned at 7:10 pm
Respectfully submitted,
Christine Maney