

**Town of Concord
Cemetery Committee Meeting
February 2, 2022
Via Zoom**

Members Present: Mr. Leo Carroll
Mr. Brian Davidson
Mr. Rod Riedel
Mr. Jerry Soucy
Ms. Rebecca Purcell

Also Present: Mr. Aaron Miklosko – Highway and Grounds Superintendent
Ms. Patricia Hopkins – Cemetery Supervisor
Ms. Justine St. John – Administrative Assistant for Highway & Grounds
Ms. Linda Escobedo - Select Board Liaison
Kevin Plodzik, Sylvia Sawyer, John Gardella, Priscilla Sturges

ADMINISTRATIVE ITEMS

- A-1** The meeting was called to order at 4:01 pm
- A-2** It was announced that the meeting was being audio/video recorded.
- A-3** Thirteen deeds submitted for signing.
- A-4** Next Meeting will be March 2, 2022 at 4:00PM
- A-6** Meeting Minutes from December 1, 2021 were approved.

Brian Davidson moved to approve the December 1, 2021 minutes. Rebecca Purcell seconded and it was voted as follows to approve: (5-0)

Rod Riedel – Aye
Leo Carroll - Aye
Jerry Soucy – Aye
Brian Davidson – Aye
Rebecca Purcell – Aye

DISCUSSION/ACTION ITEMS

D-1: STAFF REPORT:

Mr. Miklosko advised there were (28) lots sold in December and January, and (7) full interments and (5) cremation interments. Mr. Miklosko advised staff was present at the Columbarium subcommittee meeting on 1/28 and he is working on next steps with the Engineering Division. He completed the request by the Town House to reduce the budget by 1.4% for FY23. It was a directive across all departments in Town. He reported that Ms. Hopkins has been working with the Engineering Division to continue to update CAD files to help finalize the mapping program and get it published.

D-2: PRESENTATION-FRIENDS OF SLEEPY HOLLOW DONATION:

Kevin Plodzick, representing the Friends of Sleepy Hollow, presented two proposals for donations to Sleepy Hollow Cemetery. One was for the installation of new bollards in front of the Melvin Memorial, and one was for the installation of the letters "Sleepy Hollow" on the gate to the Knoll. The Friends of Sleepy Hollow is hoping to get approval for both and have them installed by September 17, 2022, the date they have set for their Anniversary Breakfast. Sylvia Sawyer spoke to the proposal of the bollards. She advised that while researching them she reached out to Ms. Hopkins, and Ms. Hopkins had also researched the same company and types of bollards in 2019 during an initial proposal. They are considered a monumental style, so she believes it should keep with the time period. The bollards are available in both iron and aluminum. Both types are removable, however the iron would be heavier, and possibly longer lasting. They are proposing to hire the current landscape contractor for Sleepy Hollow, Einsteins, to install the bollards to expedite the process. Mr. Plodzick advised the Friends of Sleepy Hollow have approved funding not to exceed \$15,000, which would cover the cost of either type of bollard.

Mr. Carroll asked if the iron bollards would be better at preventing vehicles from striking the monument. Ms. Sawyer said both types would do that, but the iron has been suggested due to tariffs. Mr. Carroll spoke about accepting a motion to accept the gift and Mr. Miklosko clarified that the purpose of presentation to the Cemetery committee tonight is for them to endorse the gift, so the Friends of Sleepy Hollow can go before the Select Board to have the Select Board formally accept the gift. Mr. Davidson asked if they needed to have metal type decided tonight and Mr. Carroll thought it should be, and he thought it should probably be iron. Mr. Riedel asked to postpone the vote until he's had adequate time to review the proposal and the decision on whether to endorse can be decided at the next meeting. Mr. Carroll agreed to put both projects on the agenda for the next meeting.

Mr. Plodzick then presented the proposal to update the gates to the Knoll. The Friends of Sleepy Hollow are looking to incorporate some of the historical perspective of the previous Prichard gate lettering into the gate at the Knoll to complement the signage and tie both portions of Sleepy Hollow together. Ms. Sawyer commented on the fact that the Prichard gate was iconic and they want to recreate that in the Knoll. The proposed lettering would be installed on the stationary portions of the gate. They are also proposing hanging finials from the letters and upright finials on the tops of the posts. They can get one letter created if the Committee members want to see what it would look like. Mr. Plodzick mentioned they have approved funding not to exceed \$12,000 for this project. Mr. Plodzick also advised that the remaining gate might need repainting as it has faded due to age and the elements. Getting continuity in the look would require respraying. Mr. Riedel stated that there may be work needed on the Knoll gates, but he feels the amount of work would be much smaller than the other gates. Mr. Riedel recommended that the Friends of Sleepy Hollow proceed as if they will be getting the Cemetery Committee approval at the March meeting. He also requests that moving forward the Cemetery Committee members get all the meeting materials provided in advance. Mr. Miklosko advised he will work with Mr. Carroll, as the Chair, to make sure information relative to the agenda will be included in the packet moving forward. Mr. Davidson asked if the finials are included in the proposal. Ms. Sawyer advised they considered proposing a stone ball on the top instead, to be more in line with what the Prichard Gate used to have, but they didn't include that in this presentation because it would have required contacting another professional and getting another quote. She mentioned the finials can be included or omitted depending on how the Committee feels. Ms. Purcell asked if any of this needed to go for approval from the Historic District Commission. Mr. Carroll doesn't believe so because the entrance to the Knoll is outside of the Historic Commission.

D-3: LOT REQUEST: OULETTE FAMILY:

Ms. Hopkins spoke to the lot request of the Oulette Family. They are former residents of Concord and are eligible to purchase. They would like to purchase 8 graves as they have 3 children and would like to them each to have their own lot.

Brian Davidson moved to accept the request for 8 lots. Jerry Soucy seconded the motion and it was voted as follows to approve: (5-0)

Rod Riedel – Aye
Leo Carroll - Aye
Jerry Soucy – Aye
Brian Davidson – Aye
Rebecca Purcell – Aye

D-4: DISCUSSION- LANDSCAPE AND GROUNDCOVER SUBCOMMITTEE PRESENTATION:

Mr. Riedel shared a presentation and spoke about the goal of starting a discussion about current and future projects surrounding Sleepy Hollow Cemetery, particularly surrounding landscaping and groundcover. He feels there are remediation projects that are needed throughout the Cemetery, however most are located in section A and D. He reviewed remediation categories and processes, including groundcover, tree maintenance and replacement of structures such as gates, rails or headstones. He presented photos of sites that have been the subject of some remediation efforts and advised those sites still present a challenge today. He suggested a possible course is planting small plants and shrubs in some areas to decrease runoff. He also addressed tree maintenance projects that have occurred over the past year. He then introduced the subcommittee’s proposed actions which covered assigning remediation projects to resource categories, identifying priority projects for the year, maintaining the department’s current capital budget allocation practices, requesting an incremental capital budget increase in the FY24 Town budget, and pursuing grants for specific projects and using volunteers for smaller projects. He ended the presentation with a suggestion of proposed tree projects for 2022. Mr. Carroll, Ms. Purcell, and Mr. Davidson spoke favorably about the presentation. Mr. Riedel reminded the Committee that chances of success with these projects are low but its important not to get discouraged and to keep trying.

D-5: COMMITTEE COMMENTS:

Mr. Davidson commented about the communication received about a Citizen’s Petition for the Warrant regarding the Reformatory Branch Trail. He suggested the Committee think about whether they want to support such a petition or not and considered that it could be discussed on a future agenda. Mr. Soucy gave an update regarding the Columbarium Subcommittee meeting. He is pleased with the opportunity to continue to aesthetically enhance the Knoll. Mr. Riedel commented to remind the Committee that trees that are coming down in the Cemetery are typically at the end of their natural life, and that still seems to be a good return on investment.

D-6: PUBLIC COMMENTS:

Ms. Escobedo thanks everyone for their work and thoughtfulness on this Committee. She mentioned that the Select Board has begun to ask questions about maintenance when funding and grant proposals are being presented and considered, and that should be kept in mind when putting

proposals together. She suggested the Cemetery Committee agenda could include more specific information if the Chair desired that, and then the public would have more information prior to the meeting. She spoke to the Select Board's awareness regarding capital budget needs. She closed with mentioning that the stewardship of the Cemetery as a historic resource of the town ticks off a number of goals, climate resilience, economic development, protection of public resources, and urges the Committee to consider a number of different avenues of support when considering funding and grant opportunities. She also thanked Mr. Miklosko and his staff for their response during the most recent storm.

ADJOURNMENT

Brian Davidson made a motion to adjourn the meeting at 17:34 P.M. Jerry Soucy seconded. (5-0)

Rebecca Purcell-Aye
Rod Riedel – Aye
Leo Carroll - Aye
Jerry Soucy – Aye
Brian Davidson – Aye

Respectfully Submitted,

Approved,

Justine St. John
Administrative Assistant, Highway & Grounds Division

Leo Carroll, Chairperson
Cemetery Committee