

**Town of Concord  
Cemetery Committee Meeting  
March 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, Priscilla Sturges, Nancy Reilly, Mark Gailus,  
Kelly Pearson

ADMINISTRATIVE ITEMS

- A-1** The meeting was called to order at 4:06 pm
- A-2** It was announced that the meeting was being audio/video recorded.
- A-3** One deed submitted for signing.
- A-4** Next Meeting will be April 6, 2022 at 4:00PM
- A-6** Meeting Minutes from February 2, 2022 were approved.

Brian Davidson moved to approve the February 2, 2022 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 reported there were a number of snow events in February, and Ms. Hopkins worked hard to get the Cemetery open as soon as possible after each event. He wanted to commend her and Highway & Grounds staff for their hard work to get the areas open. He advised there were (2) lots sold in February, and (5) full interments. The stone wall assessment was completed by Wright-Pierce and received by Mr. Miklosko, who will be reviewing the document over the next month and will present the findings of the stone wall assessment at the April meeting. He has also been working with the Engineering Division regarding the columbarium discussion, and they may have

some contracted resources that might be able to work with the Columbarium Subcommittee. He will have an update next month on what a proposal would look like. Mr. Miklosko advised there is a mausoleum review on the agenda for tonight and he will speak to that more, but wanted to advise that staff had been reviewing the plans prior to tonight, and will continue to work on that project. Ms. Hopkins continues to work with Boston Computer Scanning on the mapping for the records scanning project and is hopeful that it will be finalized in the spring. He stated she has put in countless hours making sure all of the records are correct and he thanks her for her diligence. He reported a large oak tree came down two weeks ago, and four headstones were damaged. The tree was removed quickly, and the damaged stones will need to be repaired. Mr. Carroll thanks Ms. Hopkins and Mr. Miklosko for their work. Mr. Riedel asked if the headstones would be included in the repairs for this summer. Mr. Miklosko stated two will just be reset by a monument company and the other two will be included in the restoration work this summer.

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

Mr. Carroll introduced Kevin Plodzick (98 Baker Ave), from the Friends of Sleepy Hollow to present a request to accept two gifts from the Friends of Sleepy Hollow. Mr. Plodzick gave a brief overview of the presentation from last month and asked if there were any questions in regards to the gates at the knoll section. Mr. Davidson asked whether the Friends of Sleepy Hollow had decided on whether to include the finials. Sylvia Sawyer (Acton) advised those could be added at the end. She suggested the letters could be installed first and then it could be determined if it is needed. Mr. Carroll asked to clarify if the finial was on the gate post, or the hanging flames. Ms. Sawyer advised it is in the watercolor drawing-it is more of a representation of the original gate. Mr. Carroll is concerned the pressure of plowed snow might knock off the hanging finials. Ms. Sawyer advises the bar would need to be replaced and pieces that hang could probably be easily reattached. Mr. Riedel thanked the Friends of Sleepy Hollow for their hard work. He agrees that the proposal should move forward without the finials, as he is interested in trying to pursue another option for the tops of the gates. Nancy Reilly, 145 Monument St, asked to clarify if the hanging finials should be included in the quote. Mr. Riedel clarified his proposal would be to hold off on the finials on the stone post, but keep the hanging finials.

Mr. Plodzick moved on to the request for the bollards in front of the Melvin Memorial. He advised that they had originally offered a choice of two colors. After additional research and speaking with the company, they recommend choosing the color black for the bollards, so an additional coating can be applied to protect the paint and preserve the look for as long as possible. Mr. Carroll clarified that the bollards will still be made of either iron or aluminum, and Mr. Plodzick advised they are recommending iron.

Mr. Riedel motioned the Committee gratefully accept and endorse the Friends proposal to add "Sleepy Hollow" to the gates of the knoll section and at this time exclude the finials on top of the stone columns until a later decision can be made, and also accept the proposal of the Friends for the bollards at Melvin Memorial, constructed of iron, using Iron Armor finish coat, as proposed in most recent letter provided to the Cemetery Committee. Brian Davidson 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

Mr. Carroll thanked the Friends of Sleepy Hollow for their hard work and their proposal and Mr. Plodzick thanked the Committee for their robust discussion.

**D-3: LOT REPURCHASE REQUEST: STEINMANN FAMILY:**

Ms. Hopkins spoke to the lot repurchase request for the Steinmann Family. The two grave lot was purchased by John Steinmann and upon his death, his wife has chosen to sell the lot back at half of our current rate, \$2,200. Mr. Riedel asked where it is located. She advised it is in the Pines.

Brian Davidson moved to accept the repurchase of the lot for the Steinmann family. Rebecca Purcell 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: MAUSOLEUM CONCEPT PLAN REVIEW AND APPROVAL-NAPOLI FAMILY:**

Mr. Miklosko spoke with the Committee and advised them that the Napoli family was interested in purchasing a mausoleum lot in the Knoll. Cemetery staff had spoken with them and had provided them with a letter stating they will hold that lot while the process moves forward. This allows them to work with their architects and engineers to develop a concept plan to present to the Committee and then work through the approval process. He advised this is the first time a mausoleum has been built in almost a century, so the Town is working together to with the designers and will continue, to thoroughly review the plan and process.

Kelly Pearson, Leominster Monument, spoke of their clients and the process to date. They have developed some plans as to the style and size of the mausoleum for the Committee to review. The family is looking to place eight crypts in the mausoleum. Bob Pearson, Leominster Monument, spoke about the plan, but wanted to make sure there weren't any questions. Mr. Riedel asked if the dimensions are typically standard, or is anything atypical. Mr. Pearson advised these are all standard. Foundations are about a foot below frost level, and anchoring is standard. Walls are thicker than standard because that is what the Cemetery Committee has specified. Standard stained glass with protective coating, bronze door. Plans are preliminary, but only minor changes expected, ie: where they put the anchoring pins.

Mr. Soucy asked if this was a mausoleum lot in the knoll section, not near the Pope Tomb-yes it is in the knoll; he wanted to make sure they had a copy of the Cemetery Regulations to make sure they were aware of setbacks-they do; and asked if the family is a current or former resident of Concord-their daughters are current residents of Concord.

Mr. Davidson asked for clarification about the door/stained glass, and the orientation of the door as the sun might pass through it. Mr. Pearson clarified that it depends on where the mausoleum is facing, but the clients would like it to face the driveway. He asked if there will be a landscaping

plan, yes-they are just waiting for the concept plan to be approved. They will work within the specified regulations.

Mr. Miklosko wanted to advise the process moving forward; multiple conversations with multiple departments in Town, building permits will be required, Engineering Division will be working with a third party contractor engineering firm to review the drawings and oversee construction as the project moves forward. He advised the family is looking for approval from the Cemetery Committee of the concept plan, so they can feel comfortable moving forward with the investment of creating the detailed construction drawings, reaching out to contractors and solicit prices for the actual construction. There are multiple steps to move the project forward, but the first step which would be helpful to the family, is to approve the concept plan. Mr. Pearson advised it is a very lengthy (at least a year) process and they will be sending updates as it progresses.

Jerry Soucy moved to advise the committee is satisfied with moving this project forward, as they are working with the appropriate people in Town and are referring to the appropriate regulations. Brian Davidson 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-5: DISCUSSION- LANDSCAPE AND GROUNDCOVER SUBCOMMITTEE PRESENTATION:**

Mr. Riedel spoke about the slides that had been presented at the last meeting, and requested to endorse the proposed actions, specific to tree and groundcover projects for 2022. The first proposal would be, pending availability of funds, to restore the groundcover at the Lawrence grave site on Glade Ave, the Prichard grave site at the Glen and Glade intersection and the Jarvis/Barrett grave sites at the Glade and Glen intersection. The second request it to remove the nine (9) Hemlock trees that are diseased, and pending funding, replace with appropriate trees. Mr. Carroll recalled that he thought someone had donated money for replacing hemlocks at the bottom of Author's Ridge. Ms. Hopkins clarified the money had been donated with the expectation that she would choose the species, but it did not clarify a location. Mr. Miklosko advised there was money in the budget specifically for tree planting, and the Friends of Sleepy Hollow had also provided a donation recently. He advised he will work with Mr. Riedel during the tree planting process, as the locations have not been finalized yet.

Rod Riedel moved to request the Committee endorse the priorities as presented in the presentation of the areas that are listed in the 2022 priorities for ground cover restoration and for tree replacement, budget allowing. Rebecca Purcell 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-6: WARRANT ARTICLE DISCUSSION-ARTICLES 46 & 47**

Mr. Davidson spoke about the fact that because the Reformatory Branch Trail runs so close to Sleepy Hollow Cemetery, these articles could potentially impact the Cemetery, and thought that as a Committee the articles could be reviewed and it can be decided whether they wanted to make any recommendations to the Select Board. He feels some residents in Town may feel that Article 46, to fund a study that will look at drainage and improvements to the trail primarily regarding mobility and accessibility, could be a first step in creating a paved bike path in that area. He feels Article 47's petition is to keep the status quo of the Reformatory Branch Trail.

Mr. Riedel spoke that he doesn't want a paved bicycle path next to the Sleepy Hollow Cemetery. He doesn't want bicycles inadvertently disturbing graves or grieving families, and doesn't want to have bicycle use in the Cemetery encouraged. He was concerned about a map he obtained at the Visitor's Center that appeared to show a bicycle path through Sleepy Hollow. Discussion continued about the Natural Resources map, meetings held in 2019/2020 with the Trails Committee, and the updated map noting the Cemetery, that is on the Town website. Mr. Riedel is concerned that the map still does not indicate that pedestrians would be preferable through Sleepy Hollow.

Mr. Soucy reiterated that the concern regarding the Reformatory Branch Trail is for the integrity of the Cemetery.

Mark Gailus (62 Prescott Road) petitioner of Article 47 spoke about some of the conversations that have been had recently in regards to the Trails Committee, and the Transportation Advisory Committee. He also referred the Committee to a 1995 Bike Task Force Study that had been completed. He advised that both Articles would be heard at the public hearing at the Finance Committee at 7pm the following evening. Mr. Gailus spoke to his Citizen's Petition of Article 47 and feels many would be disappointed if that area was clear cut or paved, due to a number of issues including rare species habitats in the area.

Ms. Escobedo stated the public hearing Mr. Gailus was referring to was for several articles, including the ones discussed tonight. She also advised that the Cemetery Committee had been invited to a meeting on March 28<sup>th</sup> discussing transportation issues in Town and she felt, given the discussions that have been had, that it would be important for them to attend. Mr. Carroll hadn't received that notification yet, but he will look out for it.

Mr. Davidson suggested the committee could support Article 47 and/or remain neutral on Article 46.

Mr. Cathcart, Director of Concord Public Works, advised the meeting regarding transportation issues would be held on March 14<sup>th</sup>, not March 28<sup>th</sup>. He said there are a lot of conversations about the trails and he is hearing that this Committee's voice should be represented, and they could decide on a position at the next meeting, in April, prior to the May 1<sup>st</sup> Town Meeting. Committee members were in favor of discussing at the April meeting.

**D-7: COMMITTEE COMMENTS:**

No Committee comments.

**D-8: PUBLIC COMMENTS:**

Mark Gailus advised he has attended Trails Committee meetings in the past, and there have been frequent discussions regarding bicyclists on a number of different trails in Concord and he wanted to point out that there are many people concerned about activity on the trails.

**ADJOURNMENT**

Brian Davidson made a motion to adjourn the meeting at 5:43 P.M. Rebecca Purcell 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