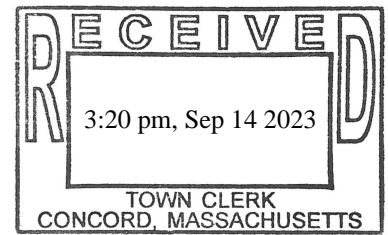


Town of Concord

**Cemetery Committee Meeting
June 7, 2023
In Person and Via Zoom**



Members Present: Mr. Brian Davidson
Mr. Rod Riedel
Mr. Geoffrey Walton
Mr. Jerry Soucy
Ms. Priscilla White-Sturges

Also Present: Mr. Aaron Miklosko – Highway and Grounds Superintendent
Ms. Patricia Hopkins – Cemetery Supervisor
Ms. Justine St. John – Administrative Assistant for Highway & Grounds
Ms. Andrea Solomon-Liaison from Friends of Sleepy Hollow
Terri Ackerman-Liaison from Select Board
Alex Hoar
Will Noyce

ADMINISTRATIVE ITEMS

- A-1** The meeting was called to order at 4:04 pm
- A-2** It was announced that the meeting was being audio/video recorded.
- A-3** 2 deeds signed.
- A-4** Next Meeting will be September 6, 2023 at 4:00PM
- A-5** Meeting Minutes for May 3rd are still under review and will be presented for acceptance in September.

Meeting Minutes for April 5th were presented for acceptance. Mr. Walton asked for clarification in member’s comments. It was a grammatical error, and he would like it edited. Mr. Davidson made a motion to accept the set of minutes as amended as presented and Geoffrey Walton seconded the motion. It was voted as follows (4-0-1):

Rod Riedel – Aye
Brian Davidson – Aye
Geoffrey Walton-Aye
Jerry Soucy-Aye
Priscilla Sturges-Abstain

Meeting Minutes for April 20th were presented for acceptance. Mr. Walton made a motion to accept the set of minutes as presented and Geoffrey Walton seconded the motion. It was voted as follows (3-0-2):

Rod Riedel – Aye
Brian Davidson – Abstain
Geoffrey Walton-Aye

DISCUSSION/ACTION ITEMS

D-1: CPW STAFF REPORT-OPERATIONS/MAINTENANCE UPDATE:

Mr. Miklosko advised that the past month has been very busy getting ready for Memorial Day. He commended Ms. Hopkins on her continuing beautification efforts in the cemeteries. He also spoke of an event that happened earlier in the month. The Maynard-Clinton Lodge of Elks assisted CPW staff with the installation of over 1600 flags on veterans' graves.

Ms. Hopkins stated Einsteins, the landscape company contracted by the Town, had been working in the cemetery this spring and did a great job with the cleanup.

D-2: PURCHASE REQUEST-JOHNSON FAMILY:

Ms. Hopkins spoke to this request. The Johnson family would like to purchase eight graves in the Knoll to meet family needs, and anything over six needs to be approved by the committee.

Brian Davidson made a motion to approve the purchase request of the Johnson family. Geoffrey Walton seconded, and it was voted as follows (5-0):

Rod Riedel – Aye
Brian Davidson – Aye
Geoffrey Walton-Aye
Jerry Soucy-Aye
Priscilla Sturges-Aye

D-3: REVIEW-UPDATED HOAR FENCE REQUEST:

Mr. Alex Hoar presented an update regarding his request approved in February to install a fence around his family's lot, which went missing in the early 1900s. He was able to identify a closer reproduction and wanted to present it to the committee for their approval.

Brian Davidson made a motion to approve the updated design as presented. Mr. Walton seconded the motion. It was voted as follows (5-0):

Rod Riedel – Aye
Brian Davidson – Aye
Geoffrey Walton-Aye
Jerry Soucy-Aye
Priscilla Sturges-Aye

D-4: LOT REPURCHASE-WOODWORTH FAMILY

Ms. Hopkins spoke to this request. It is a 4 grave lot at 28A Stow Avenue. The family would like to sell two of the graves back to the Town for half of the current rate, which equals \$2,200.

Geoff Walton made the motion to repurchase the Woodworth family lot. Brian Davidson seconded, and it was voted as follows (5-0):

Rod Riedel – Aye
Brian Davidson – Aye
Geoffrey Walton-Aye
Jerry Soucy-Aye
Priscilla Sturges-Aye

D-6: MONUMENT APPLICATION-LYNCH FAMILY:

Item taken out of order, as no one was present to speak to item D-5, the film application request.

Ms. Hopkins spoke to this request. Flat stone allowed in single grave lot is a maximum of 2' x 1'6", and this request is for a stone that is 20' x 27'. It will be set flush in the ground.

Jerry Soucy made the motion to approve the monument application for the Lynch family. Brian Davidson seconded, and it was voted as follows (5-0):

Rod Riedel – Aye
Brian Davidson – Aye
Geoffrey Walton-Aye
Jerry Soucy-Aye
Priscilla Sturges-Aye

D-5: FILM APPLICATION-TEAM MILLER:

Mr. Noyce spoke to this request, on behalf of Team Miller. They are filming a movie in town about a Concord-Carlisle baseball player's Korean American experience in Concord. The subject on which the movie is based, used to spend time in the Old Hill Burying Ground and the producers are looking to film in the Old Hill Burying Ground with the star sitting against a tree as the sun is setting. He anticipates it will be about 2-2.5 hours of filming on June 17th and can probably end by 8:30PM. Mr. Noyce advised he has already been made aware of a concern with equipment sticking into the ground. They are going to put tennis balls on the bases of camera equipment to remedy this. They will also be using an 8' x 8' rag to reflect light and a boom pole with an audio component. After discussion it was agreed that staff from the Cemetery needed to be present as well, due to the committee members' concerns about the logistics of filming in that historic cemetery. Mr. Miklosko also advised that Team Miller had been granted approval of Town Property Use application to film in other areas of town. This application was before the committee because the production company also wants to film in the cemetery.

Jerry Soucy made the motion to approve the film application for Team Miller. Geoff Walton seconded, and it was voted as follows (5-0):

Rod Riedel – Aye
Brian Davidson – Aye
Geoffrey Walton-Aye

Jerry Soucy-Aye
Priscilla Sturges-Aye

D-7: COLUMBARIUM UPDATE:

Mr. Soucy advised the Columbarium Subcommittee had met with the contractor to review a design. They gave feedback that they wanted it incorporated more into the hill in that area. The contractor is going to go back to the designers with that feedback. The next Columbarium Subcommittee meeting is scheduled for June 28th.

D-8: DISCUSSION-FY24 COMMITTEE GOALS:

Mr. Riedel stated he wanted this on the agenda to get the committee members thinking about what the goals should be for the committee in the coming year. He suggests the committee review the existing master plan so it can be discussed at the September and October meetings. One example he suggests would be to advocate to take advantage of the program to plant 250 trees for the 250th. Mr. Walton suggested he would also like to hear from CPW staff about their priorities in those meetings as well. Mr. Miklosko advised that for FY24 CPW staff are preparing to undertake the stone wall reconstruction project, continue with the headstone restoration project, work on drainage projects for identified areas of need and plant additional trees in the cemetery.

D-9: CHAIR COMMENTS:

Mr. Riedel spoke about a request from the Friends of Sleepy Hollow to have the gate painted at the Knoll. He wanted to express to the Friends of Sleepy Hollow that the project would be more intensive than what was requested, and they are unable to accommodate it at this time. Mr. Davidson agreed that it doesn't make sense to paint over damaged gates. Mr. Riedel is suggesting having metal structures evaluated similar to how stone walls were, to put together a CPC application to replace and repair in 2024-2025. Mr. Miklosko advised that CPW is actively working on some repairs as identified throughout the year. He is also consulting with Engineering and other CPW staff regarding the process of painting the gates, trying to determine the right application for a uniform and quality product and what the cost would be. Mr. Riedel inquired if there was money in the budget to do an engineering survey of all of the metal structures. Mr. Miklosko advised there is not. In FY24, CPW is committed to funding the headstone restoration project and the drainage repairs.

Mr. Riedel inquired if money was available for a groundcover project. Mr. Miklosko advised it is a less expensive option and they could meet offline to talk about some ideas for plantings.

D-10: COMMITTEE COMMENTS:

Mr. Davidson recognized Ms. Hopkins for the article in the Concord Bridge about the Concord Cemeteries and her care of them over the years.

D-11: PUBLIC COMMENTS:

Ms. Solomon advised the letters for Sleepy Hollow on the gate of the Knoll should be in place by the end of the week.

Ms. Ackerman introduced herself as the liaison from the Select Board. She thanks the committee members for serving and requests a copy of the Master Plan when it is circulated.

ADJOURNMENT

Brian Davidson made a motion to adjourn the meeting at 5:05PM. Geoff Walton seconded the motion and it was voted as follows (5-0):

Rod Riedel – Aye
Brian Davidson – Aye
Geoffrey Walton-Aye
Jerry Soucy-Aye
Priscilla Sturges-Aye

Respectfully Submitted,

Approved,

Justine St. John
Administrative Assistant, Highway & Grounds Division

Rod Riedel, Chair
Cemetery Committee