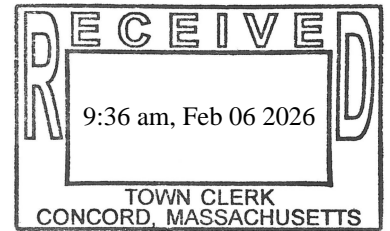


**Town of Concord
Cemetery Committee Meeting
January 7, 2026
135 Conference Room and Via Zoom**



Members Present: Mr. Geoff Walton
Ms. Bridget Rodrigue – joined at 4:05PM
Ms. Beth van Duzer
Ms. Priscilla White Sturges
Ms. Rebecca Noke

Also Present: Mr. Aaron Miklosko – Highway & Grounds Superintendent
Mr. Erik Shaw – Assistant Highway & Grounds Superintendent
Ms. Tish Hopkins – Cemetery Supervisor
Ms. Justine St. John – Program Analyst for Highway & Grounds
Mr. Doug Lenox – Cemetery Specialist
Ms. Andrea Solomon – Liaison for Friends of Sleepy Hollow
Mr. Ryan Ferrara – Assistant Chief Financial Officer
Ms. Jen Turner – Executive Director of Robbins House
Mr. Daniel Garrelick – Resident

ADMINISTRATIVE ITEMS

- A-1:** The meeting was called to order at 4:00PM
- A-2:** It was announced that the meeting was being audio/video recorded.
- A-3:** 6 deeds were signed by the Chair
- A-4:** Next Meeting will be February 4th, 2026 at 4:00PM

DISCUSSION/ACTION ITEMS

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

Mr. Miklosko introduced Assistant Highway & Grounds Superintendent, Erik Shaw, to the Committee. He also provided an update on winter operations, noting that snow stakes were deployed and that specific sections of Sleepy Hollow were closed during recent storms. The Cemetery Division is preparing to renew the landscape maintenance service contract this month.

Mr. Miklosko informed the Committee of a proposed project to install historic markers in town, including at Sleepy Hollow Cemetery and Old Hill Burying Ground; representatives from the Economic Vitality Department are planning to attend the February meeting to provide further details.

In December, there were two full interments, six cremations, and four single grave lots and three cremation lots were sold.

D-2: DISCUSSION – FINANCIAL REVIEW – CEMETERY FUND

Ryan Ferrara, the Assistant Chief Financial Officer, was introduced to the Committee. He presented an overview of both the current FY26 and proposed FY27 budgets. The current FY26 budget is approximately \$271,000. The proposed FY27 budget is estimated at \$444,000, which includes the funding of the landscaping contractor. He believes that funding, approximately \$160,000) will need to be funded using the Cemetery Fund, which will be sustained by another distribution from the Trustees of Town Donations next year. A significant focus was placed on the long-term sustainability of the Cemetery Fund, which currently has a balance of approximately \$726,000. He acknowledged the Sleepy Hollow lot expansion project funding will be presented as a capital article at the 2026 Annual Town Meeting. He suggested that a rate study should be completed to ensure pricing is current and reflects actual costs to sustain the Cemetery Fund.

D-3: FILM REQUEST – BETH VAN DUZER

Ms. van Duzer requested permission to use photographs of specific graves for an article in *Commonplace* magazine. These photographs include members of the 19th-century Black community, including John Jack, Peter Hutchinson, Elsea Dugan, and William Lloyd Garrison Wright, families.

Geoff Walton made a motion to approve the film request as presented. Bridget Rodrigue seconded the motion, and it was voted as follows (4-0-1):

Geoff Walton – Aye
Bridget Rodrigue – Aye
Beth van Duzer – Abstain
Priscilla White Sturges-Aye
Rebecca Noke – Aye

D-4: DISCUSSION – GROUND PENETRATING RADAR PROPOSAL – JEN TURNER

Jen Turner from the Robbins House proposed a project to use Ground Penetrating Radar (GPR) to identify the specific resting places of Black community members in the Town cemeteries. The Robbins House would assume the costs of the survey. She was looking for feedback from the Committee and looked to answer any questions. The Committee expressed interest in the project and requested regular updates as Ms. Turner explores formal contracts.

D-5: LOT TRANSFER – MCKENNA FAMILY

Ms. Hopkins spoke to this request. Ms. McKenna owns two lots in the Sleepy Hollow knoll section that she would like to transfer to her brothers. They are both previous Concord residents and therefore qualify to own a lot. 149 Acacia Path should be transferred to Kevin Garrelick and 155 Acacia Path should be transferred to Daniel Garrelick.

Bridget Rodrigue made a motion to approve the lot transfer. Rebecca Noke seconded the motion, and it was voted as follows (5-0):

Geoff Walton – Aye
Bridget Rodrigue – Aye
Beth van Duzer – Aye
Priscilla White Sturges-Aye
Rebecca Noke – Aye

D-6: CHAIR COMMENTS:

Mr. Walton spoke about the Annual Report, asking for the draft to be sent to members for review. The Committee was asked to provide feedback directly to Ms. St. John by Friday, so the report could be finalized and submitted.

D-7: COMMITTEE MEMBERS' COMMENTS:

No Comments.

D-8: PUBLIC COMMENTS:

No Comments.

ADJOURNMENT

Bridget Rodrigue made a motion to adjourn the meeting at 4:56 PM. Rebecca Noke seconded the motion, and it was voted as follows (5-0):

- Geoff Walton – Aye
- Bridget Rodrigue – Aye
- Beth van Duzer – Aye
- Priscilla White Sturges-Aye
- Rebecca Noke – Aye

Respectfully Submitted,

Approved,

Justine St. John
Program Analyst, Highway & Grounds Division

Geoff Walton, Chair
Cemetery Committee