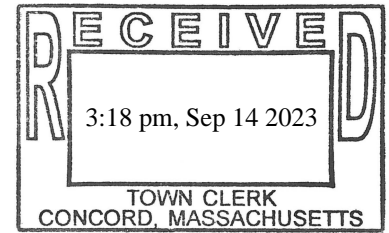


**Town of Concord
Cemetery Committee Meeting
May 3, 2023
In Person and Via Zoom**



Members Present: Mr. Brian Davidson
Mr. Rod Riedel
Mr. Geoffrey Walton
Mr. Jerry Soucy

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
Ms. Priscilla White Sturges
Mr. Bill Noke
Ms. Rebecca Noke

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** Appoint Chair/Vice Chair. Mr. Davidson made a motion to nominate Rod Riedel as Chair and Geoff Walton as Vice Chair of the Cemetery Committee. Mr. Soucy seconded the motion and it was voted as follows:
- Rod Riedel as Chair (4-0):
- Rod Riedel – Aye
Brian Davidson – Aye
Geoffrey Walton-Aye
Jerry Soucy-Aye
- Geoff Walton as Vice Chair (3-0-1 abstain):
- Rod Riedel – Aye
Brian Davidson – Aye
Geoffrey Walton-abstained
Jerry Soucy-Aye
- A-4** 10 deeds signed.
- A-5** Next Meeting will be June 7, 2023 at 4:00PM
- A-6** Meeting Minutes for April 5 and 20 are still under review and will be presented for acceptance at the June meeting.

DISCUSSION/ACTION ITEMS

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

Mr. Miklosko advised that over the past month there has been a lot of maintenance to the cemeteries, in preparation for the increased activity during Patriot's Day. Einstein's, the Town's landscape contractor, completed spring cleanup and are due to begin their mowing this month. He also advised that the Park and Tree Division are completing their tree-planting program and there will be a few trees planted in the cemetery as a result.

The Memorandum of Agreement for the mausoleum been fully executed. He also reported that Town meeting approved the CPC funding for the stone wall restoration project. He thanked Mr. Riedel for his efforts on that project.

During the month of April two full burials and nine cremations took place; Eleven single grave lots, one mausoleum lot and one cremation lot were sold.

D-2: INTERMENT REQUEST-YOUNG FAMILY:

Ms. Hopkins spoke to this request. According to the Cemetery Rules & Regulations, 4 cremated remains can be interred in a single grave lot. The family is requesting permission to have a fifth interment in a single grave, three of which will be in the same container. They will have a shared headstone.

Rod Riedel made a motion to approve the interment request of the Young Family. Geoffrey Walton seconded, and it was voted as follows (4-0):

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

D-4: OWNERSHIP REQUEST-HANSEN LOT:

Mr. Miklosko suggested taking this item out of order, as the Noke family was present at the meeting.

Ms. Hopkins spoke to this request. The Noke family is requesting transfer of a lot that was initially purchased by Warren Hansen who lived in Concord, however was purchased for the Noke family. The Nokes are former residents of Concord, and under the updated regulations, are eligible to own the lot in Sleepy Hollow Cemetery. Mr. Noke contacted 10 out of 12 cousins asking if they had any interest in being interred there or in ownership of the lot and none of them do. They have sent Ms. Hopkins letters confirming that. The additional two cousins are unable to sign a letter at this time, however it has been suggested they would not be interested in utilizing the lot.

Mr. Riedel made a motion to transfer ownership from Warren Hansen to William Noke as requested and explained. Mr. Davidson seconded the motion. It was voted as follows (4-0):

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

Jerry Soucy-Aye

D-3: FRIENDS OF SLEEPY HOLLOW BENCH REQUEST APPROVAL-REVISED

Mr. Plodzick provided an updated proposal for the bench, using feedback gained from the last Cemetery Committee meeting. The inscription will have one star and will be on one long side of the bench, and "Friends of Sleepy Hollow" will be inscribed on one short side of the bench. The star will be painted gold using a product that is utilized in the monument industry.

Mr. Plodzick advised the Friends of Sleepy Hollow will be seeking permission to have a ceremony honoring the Gold Star families on Sunday September 24, 2023.

Brian Davidson made the motion to accept the Friends of Sleepy Hollow bench request in honor of Concord's Gold Star Families as presented. Geoff Walton seconded, and it was voted as follows (4-0):

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

D-5: LOT REPURCHASE-ANDERSON FAMILY:

Ms. Hopkins spoke to this request. Mary Anderson purchased a three-grave lot, C58B & C59 Maple Avenue. She does not need a third grave and would like to sell C59B back to the Cemetery for half of the current cost, which is \$1,100.00.

Mr. Davidson made a motion to accept the lot repurchase request from the Anderson Family. Mr. Walton seconded the motion. It was voted as follows (4-0):

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

D-6: COLUMBARIUM UPDATE:

Mr. Davidson provided a brief update. He has had the opportunity to speak with the contractor engaged by the town for design, Hardy-Doric. Jeff Hardy is working on drafting a design and once there is additional information, the columbarium subcommittee will meet and review the ideas and proposal to provide feedback.

D-7: CHAIR COMMENTS:

Mr. Davidson welcomed Ms. Sturges to the meeting in advance of her appointment to the Committee. She stated she has been on the board for the Friends of Sleepy Hollow for about 8 years. She is happy to serve and is just awaiting the paperwork from the Town Manager's office.

Mr. Davidson also thanked Mr. Riedel for his presentations at the Town Meeting regarding the CPC project and all the work he did leading up to it.

D-8: COMMITTEE MEMBERS' COMMENTS:

Mr. Soucy would like to recognize the people who brought the mausoleum to fruition such as Whitney, Andrea, and Paul. It is an important step in the cemetery and wanted to officially recognize those who helped make it possible. Mr. Davidson suggested they put some thought into it and come up with suggestions of what would be appropriate.

Mr. Riedel spoke about the CPC project. He stated there are draft conditions for the project and he will be working with Cemetery staff to make sure the conditions are met.

He also wanted to ask Mr. Miklosko if he would provide information as to how many trees are being proposed in the Cemetery for this planting period, and how many trees might be proposed in conjunction with the 250th Celebration. Mr. Miklosko advised trees are currently being planted as part of the planting program and he will provide an update at the next meeting. He also said he is actively involved in the subcommittee for the 250th Committee. He stated there would not be any information for June's meeting, however he will provide updates as they are available. Mr. Miklosko also advised that CPW staff will handle the administrative requirements for CPC, as they are familiar with the procedures for CPC projects.

D-9: PUBLIC COMMENTS:

No Comments.

ADJOURNMENT

Brian Davidson made a motion to adjourn the meeting at 4:40PM. Geoff Walton seconded the motion and it was voted as follows (4-0):

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

Respectfully Submitted,

Approved,

Justine St. John
Administrative Assistant, Highway & Grounds Division

Brian Davidson, Chair
Cemetery Committee