

**Town of Concord
Cemetery Committee Meeting
September 4, 2019
135 Keyes Road**

Members Present: Mr. Paul Cooke -- Chairperson
Mr. Leo Carroll
Ms. Andrea Solomon
Mr. Jerry Soucy

Also Present: Mr. Daniel Rowley – Highway & Grounds Superintendent
Mr. Aaron Miklosko – Asst. Highway & Grounds Superintendent
Ms. Patricia Hopkins – Cemetery Supervisor
Ms. Mallory Price – Administrative Assistant
Mr. Brian Davidson

ADMINISTRATIVE ITEMS

- A-1 Eleven deeds were submitted for signature.
- A-2 The meeting was called to order at 7:25pm
- A-3 It was announced that the meeting was being audio recorded
- A-4 Review of Agenda (Additions can only be made if not anticipated by the chair at least 48 hours in advance and the item cannot wait until a future meeting)
- A-5 The minutes of the July 10, 2019, meeting were approved
- A-6 The next proposed Cemetery Committee meeting is at 7pm on Wednesday, October 2, 2019

DISCUSSION/ACTION ITEMS

At 6:00pm the Cemetery Committee, along with Mr. Brian Davidson, travelled to Sleepy Hollow Cemetery where they reviewed the new cremation area and the potential area for a columbarium. During the severe rainstorm, several erosion areas were observed, as well as drainage into a pond. The group also looked at the Melvin Memorial and the hillside to the left of the Pope tomb.

D-1: CHAIR COMMENTS

Mr. Paul Cooke shared an article from the new local magazine, **Discover Concord**, which highlighted the cemetery. Mr. Cooke welcomed Mr. Brian Davidson, who is considering joining the Cemetery Committee.

D-2: STAFF REPORT – HOAR LOT TREE REMOVAL, HEADSTONE RESTORATION PROJECT, EINSTEIN'S CONTRACT RENEWAL, INTRODUCE AARON MIKLOSKO AS ACTING HIGHWAY AND GROUND SUPERINTENDENT Mr. Daniel Rowley said the Hoar lot granite is scheduled to be reset on Monday, Sept. 9, and that the Town ground the stump and surrounding roots. Mr. Rowley suggested we should move ahead with the headstone restoration project, and Ms. Tish Hopkins has

collected quotes. At some point, Ms. Hopkins may contact one conservator and have some test cleanings done. Mr. Rowley said there is \$10,000 in the budget for cleaning, and Ms. Hopkins has the list of the thirty most-damaged stones. Einstein's Inc. is in their third year of their contract for grounds maintenance; their contract will expire next Sept. 4, 2020. We will seek bids for the new contract in June, 2020. Mr. Rowley told the Cemetery Committee that he has accepted a position with the Town of Shrewsbury and this will be his last meeting; he introduced Mr. Aaron Miklosko, who has been the Assistant Highway and Grounds Superintendent, and will soon be the acting Superintendent. Mr. Miklosko will assume all the responsibilities of Mr. Rowley.

D-3: ELECT CHAIR AND VICE-CHAIR

Ms. Andrea Solomon nominated Mr. Cooke to be Chair once again, and Mr. Leo Carroll seconded and the vote was unanimous in favor. Mr. Cooke nominated Ms. Andrea Solomon to be Vice-chair, and Mr. Carroll seconded, and the vote was unanimous.

D-4: REQUEST FOR FIFTH CREMATION BURIAL IN A SINGLE GRAVE - ENGBRETSON

The family is requesting that they be permitted to add one more cremation burial into a single grave. They currently own a six-grave lot in Vesper Circle, but if granted, this will allow the whole family to be in the same single grave. Ms. Solomon voted to accept this exception, Mr. Jerry Soucy seconded, and the vote was unanimous.

D-5: LOT REPURCHASE REQUEST - BANDINI

The Bandinis would like to sell back their two-grave lot at 37 Catalpa Path in the new area of Sleepy Hollow, as they have decided they no longer want it. Originally purchased in 2009, we would refund their purchase price of \$3600. Ms. Solomon voted to buy back the lot, Mr. Soucy seconded, and the vote was unanimous.

D-6: REQUEST FOR OVERSIZE MONUMENT - PRENDERGAST

Ms. Hopkins explained that the Prendergast family, who own a four-grave lot in the New Area, would like to place an oversized boulder as their headstone but it exceeds our specified width dimensions. The current allowed width dimension is 5'6". The boulder they have chosen is 5'9" wide, and they want to place it on a granite base which is 6' wide. Their lot is 14' wide and Ms. Hopkins confirms that a base this size will not infringe on other lots. Ms. Solomon asked if there are similar stones in the cemetery, and Ms. Hopkins said there are a few, but none with such a base. Mr. Cooke asked if this would look out of place, and Ms. Hopkins said this will go in an established area and will fit in. Mr. Carroll and Mr. Soucy agree that a natural looking marker is a good idea. Mr. Brian Davidson wondered about making exceptions to a rule, how does that affect things moving forward? Ms. Solomon said these requests are rare, and Ms. Hopkins pointed out that if the boulder was 6" smaller, we would not be talking about it now. Ms. Solomon voted to accept the request for the oversized marker, Mr. Soucy seconded, and the vote was unanimous.

D-7: REVIEW WEBSITE AND DISCUSS UPDATES:

The Cemetery Committee viewed updates made to the website. Mr. Cooke requested we continue to keep the site current. He asked us to replace the current Melvin Memorial photo with one that shows the pavers in foreground. We tested several of the website links and realized that some, such as Wicked Local articles, require a subscription. Mr. Cooke wondered if we could somehow possibly have open access to Wicked Local.

D-8: DISCUSSION ON HOW TO ENFORCE CEMETERY RULES AND REGULATIONS:

At a prior meeting, Mr. Carroll wondered how our regulations are enforced. Today, Ms. Hopkins mentioned the ongoing dog issue, and while rules are posted on signs, people continue to walk dogs off leash, in violation of a Town bylaw, and do not always clean up. Ms. Hopkins is frequently

ignored when she asks people to follow the rules. Mr. Miklosko and Ms. Solomon hoped that some public outreach might help the situation, and Mr. Cooke thought asking the Police to drive through on occasion might be beneficial. Mr. Soucy said quantifying the problem may assist us with statistics if we do public outreach. The dog officer will ticket people if she catches them, but she is responsible for several towns and is not always in the area. Mr. Cooke wondered if Ms. Hopkins could get in touch with Ms. Betsy Levinson at Wicked Local for an article about this issue.

D-9: MAUSOLEUM SPECIFICATION REVIEW:

Mr. Miklosko will be in touch with an engineering firm to review the hill where we would like to sell mausoleum space, and requested that a Committee member act as liaison, to which Mr. Soucy volunteered. Once we have detailed specifications in place, we will need to hold a public rate hearing, then spaces may be sold. Ms. Hopkins said that many monument companies sell mausoleums, but we need to make sure the area is prepared properly and that our design specifications are specific. Buyers of mausoleum space will bear the costs of site preparation.

D-10: THE FRIENDS OF SLEEPY HOLLOW CEMETERY:

Mr. Leo Carroll volunteered to be the Cemetery Committee liaison to The Friends of Sleepy Hollow. He will attend their monthly meetings and may reach out to former Cemetery Committee member Ms. Carol Harney.

D-11: COMMITTEE COMMENTS: (relative to issues contained in this agenda or feedback received from resident(s) since last meeting). None.

D-12: PUBLIC COMMENTS: None.

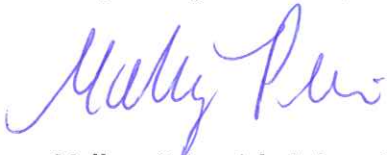
D-13: SUMMARY OF FOLLOW-UP ITEMS:

For the next meeting, Mr. Cooke said we will 1. discuss the headstone preservation project. 2. He will contact the Town Manager about Mr. Davidson joining the Committee, 3. Melvin Memorial picture updated on the website, 4. Ms. Hopkins will keep her eye on dog violations, 5. Mr. Miklosko will talk to the Police about more cemetery surveillance, 6. Mr. Miklosko will talk to an engineering firm for mausoleum assessment, 7. Mr. Rowley reminded the group to update the Master Plan. He listed of the many accomplishments of this team over his year here! Well done!

ADJOURNMENT:

The meeting was adjourned at 9:17 p.m.

Respectfully Submitted,



Mallory Price, Administrative Assistant
Highway and Grounds Division

Approved,



Paul Cooke, Chairperson
Cemetery Committee