

**Town of Concord
Cemetery Committee Meeting
September 7, 2022
In Person and Via Zoom**

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

ADMINISTRATIVE ITEMS

- A-1** The meeting was called to order at 4:01 pm
- A-2** It was announced that the meeting was being audio/video recorded.
- A-3** Thirteen deeds submitted for signing.
- A-4** The Chair advised that Kevin Plodzick of the Friends of Sleepy Hollow Cemetery had offered to assign a member of their organization as a liaison to the Cemetery Committee, as opposed to a member of the Cemetery Committee assuming a liaison position at this time. There was no opposition to allowing Andrea Solomon to be a liaison to the Cemetery Committee.
- A-5** Next Meeting will be October 5, 2022 at 4:00PM
- A-6** Meeting Minutes from June 1, 2022 were still being reviewed by Town staff and were not presented for acceptance. They will be presented at the October 5th meeting. Meeting Minutes from May 4th were approved.

Rod Riedel moved to approve the May 4th, 2022 minutes. Jerry Soucy seconded and it was voted as follows to approve: (3-0)

Rod Riedel – Aye
Jerry Soucy – Aye
Brian Davidson – Aye

DISCUSSION/ACTION ITEMS

D-1: STAFF REPORT:

Aaron Miklosko, Highway & Grounds Superintendent, provided updates on cemetery operations. Einstein's continues to provide mowing and landscaping services. Growing is slow due to the

drought in the region, but they are providing services as necessary. He also advised the bollards donated by the Friends of Sleepy Hollow Cemetery were installed by Einsteins in front of the Melvin Memorial over the summer. Headstone restoration has been an ongoing process through the summer. Historic Gravestone Services continues to work in the cemetery under the supervision of the Cemetery Supervisor. At the conclusion of the project, a report will be provided to the Committee.

The Columbarium Subcommittee has been meeting over the summer and has been working with staff on an RFP for design to go out to prospective bidders this fall.

During the months of June, July, and August, nine (9) full burials and twenty (20) cremations took place; twenty-four (24) single grave lots and six (6) cremation lots were sold.

D-2: REQUEST TO PURCHASE 8 GRAVE LOT-LANTEIGNE FAMILY:

Ms. Hopkins spoke to this request. The family would like to purchase 8 graves for their family members.

Mr. Riedel moved to allow the Lanteigne Family to purchase an 8 grave lot. Mr. Soucy seconded the motion, and it was voted as follows to approve (3-0)

Rod Riedel – Aye
Jerry Soucy – Aye
Brian Davidson – Aye

D-3: REVIEW OF LETTER TO RECOGNIZE THE FRIENDS OF SLEEPY HOLLOW ANNIVERSARY:

Members of the Committee reviewed a letter proposed by former member Ms. Purcell and edited by Mr. Davidson, to recognize the 20th anniversary of the Friends of Sleepy Hollow. Mr. Davidson also spoke about the Anniversary Breakfast on Saturday September 17th for anyone who would be interested in attending.

Mr. Davidson moved to accept the letter to recognize the Friends of Sleepy Hollow Anniversary. Mr. Soucy seconded the motion, and it was voted as follows to approve (3-0)

Rod Riedel – Aye
Jerry Soucy – Aye
Brian Davidson – Aye

D-4: CPC APPLICATION FOR STONE WALL REPAIR:

Mr. Riedel gave a summary of his work on the CPC Application regarding stone wall and stone structures in the cemetery. He has provided copies of the applications to the Committee members for review. The final step is to make copies and deliver it to the CPC by next Friday. Mr. Miklosko thanked Mr. Riedel for taking the lead on this project. He thanked this and the previous committees for identifying stone walls as a priority project. Mr. Davidson asked which committees he has engaged with for letters of support, such as possibly the Daughters of the American Revolution. Mr. Riedel advised that in addition to the Cemetery Committee, the Public Works Committee will be hearing this proposal in October and the Historic Commission has agreed to review the request for a letter of support. Another request for support has been forwarded to the Economic Vitality

Committee. He is considering sending a request to the Chamber of Commerce. Mr. Davidson suggested the owner of Dee Funeral Home or the Holy Family Church as well.

D-5: COMMITTEE COMMENTS:

None.

D-6: PUBLIC COMMENTS:

Mr. George Walton, 42 Buckmaster Drive, spoke of his willingness to become a member of the Cemetery Committee. He advised he had filled out a volunteer card. Mr. Miklosko advised he will follow up with the Town House and will get back to him.

ADJOURNMENT

Rod Riedel made a motion to adjourn the meeting at 4:34 P.M. Jerry Soucy seconded the motion and it was voted as follows. (3-0)

Rod Riedel – Aye
Jerry Soucy – Aye
Brian Davidson – Aye

Respectfully Submitted,

Approved,

Justine St. John
Administrative Assistant, Highway & Grounds Division

Leo Carroll, Chairperson
Cemetery Committee