

**Town of Concord  
Cemetery Committee Meeting  
March 2, 2016  
135 Keyes Road**

Members Present: Ms. Kathleen Winslow – Chairperson  
Mr. Paul Cooke – Vice Chairperson  
Ms. Andrea Solomon  
Ms. Carol Harney  
Ms. Gina Nasson

Also Present: Mr. Daniel Rowley – Highway & Grounds Superintendent  
Ms. Patricia Hopkins – Cemetery Supervisor  
Ms. Ellen Emerson  
Mr. Bruce Kohler

ADMINISTRATIVE ITEMS

- A-1 No deeds were submitted for signature.
- A-2 The meeting was called to order at 7:03 PM
- A-3 Ms. Kathleen Winslow requested item D-3 be discussed first, all were in favor.
- A-4 The minutes of December 2, 2015, meeting were approved and accepted, all were in favor.
- A-5 The next proposed committee meeting is April 13, 2016.

DISCUSSION/ACTION ITEMS

D-3 EMERSON FAMILY REQUEST – LANDSCAPING IMPROVEMENTS AT RALPH WALDO EMERSON'S GRAVE

Ms. Ellen Emerson and Mr. Bruce Kohler were present to discuss the condition of the area near Ralph Waldo Emerson's grave and to discuss options for improving the landscaping surrounding the monument. Ms. Emerson mentioned that since there is not much grass in the area near the stone it can be muddy making it difficult to get close enough to the stone to read it. She mentioned that they would like to put something more permanent in the area and they would be willing to complete a design of the improvements for the Cemetery Committee to review. Potential improvements were discussed including removing the granite pillars, adding steps in place of the walkway, and installing cobbles in front of the monument to allow for ease of access. Ms. Emerson mentioned that the family would be willing to complete

the work needed for the improvements and pay for all expenses related with the project. Ms. Kathleen Winslow mentioned that it may be helpful to conduct a site visit and the Cemetery Committee would need to see a plan of the proposed improvements before a decision could be made. Ms. Emerson and Mr. Kohler will complete an improvement plan and bring it to a future Cemetery Committee meeting.

#### D-1 CHAIR COMMENTS

Ms. Winslow discussed each member's term and when they expire. Mr. Dan Rowley mentioned that Ms. Winslow's term will expire on May 31, 2016, and Ms. Carol Harney's term will expire in 2016 as well. Ms. Harney mentioned that this was only her second year so she requested confirmation as terms are typically three years. Ms. Winslow mentioned that she had received notification that a resident was interested in joining the Cemetery Committee. Ms. Winslow mentioned that she would be interested in continuing on the Cemetery Committee for an additional year, even though she is completing her seventh year. Mr. Rowley mentioned that he would discuss Ms. Winslow's interest with Rich Reine, Director of Public Works and will confirm the expiration of Ms. Harney's term. Ms. Winslow will follow up on the request she received from the resident that was interested in joining the Cemetery Committee.

#### D-2 STAFF REPORT- ROAD, STONEWALL AND DRAINAGE SYSTEM IMPROVEMENT PROJECT UPDATE, CULVERT UPDATE, SPRING CLEANUP UPDATE, GREEN BURIAL OPTION DISCUSSION

Mr. Rowley mentioned that he presented article 25 to the Finance Committee at the public hearing on February 1, 2016. He also mentioned that the Cemetery Committee would present the article at Town Meeting if the article was not on the consent agenda. Mr. Paul Cooke volunteered to present the article at Town Meeting. Mr. Rowley mentioned that GCG has completed the ground survey in the area designated for phase one improvements and the information has been delivered to Concord Public Works' Engineering Division.

Mr. Rowley mentioned that the Notice of Intent for the culvert replacement project had been filed with the Natural Resource Commission and there was a hearing tonight regarding the project.

Mr. Rowley and Ms. Patricia Hopkins discussed the spring cleanup at Sleepy Hollow Cemetery and that it could start soon. Mr. Rowley mentioned that this will be the third year of a three year contract with Einstein's Inc., the landscape contractor who maintains the cemetery.

Ms. Hopkins discussed a phone call she received from someone that inquired about green burials at Sleepy Hollow Cemetery. Ms. Hopkins mentioned that the cemetery doesn't currently offer any green options and discussed the process for Jewish burials. She mentioned that the cemetery requires a vault for all full burials. She also discussed the details of the three different levels of green burials. It was noted that this was the first inquiry about green burials in quite some time.

D-4 CLARK LOT REPURCHASE REQUEST

The Clark family purchased a three grave lot in 2004 and wish to sell all 3 graves back to the Town. Ms. Andrea Solomon made a motion to repurchase the lot, Mr. Cooke seconded, all were in favor.

D-5 PATTEN LOT REPURCHASE REQUEST

The Patten family purchased a two grave lot in 1978 and wishes to sell back one of the graves. Ms. Solomon made a motion to repurchase the lot, Ms. Winslow seconded, all were in favor.

D-6 FLANNERY TRANSFER REQUEST

Helen Flannery purchased a six grave lot in 1986 for her brother and his wife; Frederick and Muriel Flannery. Helen Flannery is the lot owner on record and is deceased and Frederick is buried in the lot. Sue Leone, Frederick and Muriel's daughter, has requested the lot be transferred to Muriel so ownership is clear. There are no relatives that object to the transfer. Ms. Solomon made a motion to accept the transfer, Ms. Harney seconded, all were in favor.

D-7 REQUEST FROM THE GRAVESTONE GIRLS FOR PERMISSION TO REPLICATE GRAVESTONES IN CONCORD

Ms. Winslow mentioned that approval to replicate gravestones in Concord's Cemeteries would be done on a case by case basis and the Cemetery Committee doesn't seem to be the right venue for fundraising efforts. It was mentioned that there may be other venues in Concord which could benefit from the work completed by The Gravestone Girls.

D-8 COMMITTEE COMMENTS (RELATIVE TO ISSUES CONTAINED IN THIS AGENDA OR FEEDBACK RECEIVED FROM RESIDENT(S) SINCE LAST MEETING)

Ms. Harney mentioned that the Friends of Sleepy Hollow Cemetery are looking for potential projects they could assist with. Potential projects discussed were replicating the Prichard Gate and planting trees so every species of trees found in Massachusetts would be in Sleepy Hollow Cemetery. This will be discussed at a future meeting.

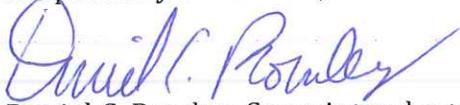
D-9 PUBLIC COMMENTS

None

MEETING ADJOURNED

The meeting was adjourned at 9:03 P.M.

Respectfully Submitted,



Daniel C. Rowley, Superintendent  
Highway and Grounds Division

Approved,



Kathleen Winslow  
Cemetery Committee