

**Town of Concord
Cemetery Committee Meeting
May 4, 2016
135 Keyes Road**

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

Also Present: Mr. Daniel Rowley – Highway & Grounds Superintendent
Ms. Patricia Hopkins – Cemetery Supervisor
Ms. Mallory Price – Administrative Assistant
Ms. Whitney Kocher
Mr. Dan Emerson
Ms. Birdie Emerson
Mr. Thomas Farb

ADMINISTRATIVE ITEMS

- A-1 Seven deeds were submitted for signature.
- A-2 The meeting was called to order at 7:03 pm.
- A-3 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). Ms. Kathleen Winslow motioned to discuss items D-3 and D-4 first as the interested parties were in attendance. All were in favor.
- A-4 The minutes of the April 13, 2016, meeting were approved and accepted, all were in favor.
- A-5 The next proposed committee meeting is June 1, 2016, at 7:00pm.

DISCUSSION/ACTION ITEMS

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

The Cemetery Committee visited Ralph Waldo Emerson’s gravesite prior to the meeting to review improvements proposed by Mr. Dan Emerson and Ms. Birdie Emerson. Mr. Emerson and Ms. Emerson were present at the meeting and discussed the proposed improvements further with the Cemetery Committee which include the size of the proposed walkway leading to the stone, granite pillar removal, bench addition, and traffic flow options. Cobbles and other pavers were also discussed and the Emersons stated they want the improvements to look as natural, but still be as accessible as possible. Ms. Winslow suggested they have a landscape architect review the area and

bring a final design to a future meeting of the Cemetery Committee. The Emersons are hopeful work can begin this spring and the family will participate in the renovations. Ms. Jane Hotchkiss questioned who will pay for pillar relocation and supplies for the project, and the Cemetery Committee stated that the Emersons will bear all costs.

D-4: FARB TOMB REQUEST

Mr. Thomas Farb presented a rough design of his plans for a tomb similar to the Pope family tomb. Mr. Farb is working with Jeffrey Adams on the project. Ms. Winslow explained the Cemetery Committee's job is to review his request carefully since it is somewhat unique. Ms. Winslow mentioned that some of the initial requirements for the project would include contacting those on the waiting list to purchase graves in the older sections of Sleepy Hollow Cemetery, having a land survey completed to determine how many tombs would be allowed, holding a public hearing, and a design approval. Mr. Farb mentioned that he is amenable to any suggestions made by the Cemetery Committee and is flexible in the design. Ms. Patricia Hopkins reiterated that it is her understanding that back in the 1930's the area near the Pope family tomb was intended for additional tombs, but no formal design plan for the area exists. Ms. Winslow suggested that the Cemetery Committee add to the agenda for the next meeting to continue discussion about tombs including: hill stability, number of tombs that could fit, waitlist contact, public outreach. Mr. Dan Rowley mentioned that he will talk with the Engineering Division to get their assistance with reviewing the area for the proposed tomb and future improvements.

D-1: CHAIR COMMENTS

Ms. Winslow suggested the Cemetery Committee devise a process for handling the waitlist to purchase graves in the older sections of Sleepy Hollow Cemetery so there is a defined amount of time to respond once Ms. Hopkins contacts them. This will be on the agenda at a future meeting.

Ms. Winslow welcomed Ms. Whitney Kocher to the meeting and mentioned she would reach out to Public Works Director Mr. Richard Reine to discuss Ms. Kocher's interest in formally joining the Cemetery Committee. Mr. Dan Rowley said he would contact Ms. Carol Harney to confirm her plans for staying on the Cemetery Committee.

Ms. Winslow added that the Cemetery Committee will vote at the next meeting for a new Chairperson and Vice Chairperson.

D-2: STAFF REPORT: ROAD, STONEWALL, AND DRAINAGE SYSTEM IMPROVEMENT PROJECT UPDATE, SPRING CLEANUP UPDATE, MEMORIAL DAY PREPARATIONS, REQUEST TO PROHIBIT BICYCLES IN THE CEMETERY.

Mr. Rowley displayed a map of the preliminary plan for phase one of the road, stonewall, and drainage system improvement project. He mentioned that the Engineering Division is progressing with the design of the project and that they tentatively plan to advertise the project for bids in June with construction beginning in August and September. He also highlighted that the first phase of the project will include many roads that are in the poorest condition. The Cemetery Committee commended Mr. Rowley and Ms. Hopkins for their hard work with the project. Mr. Rowley mentioned that he would provide additional information at the next meeting.

Ms. Hopkins said Einstein's Inc., started mowing today, May 4, in preparation for Memorial Day and that the Maynard Elks will be placing flags on May 14. She commented that the cemetery looks very good for spring.

The issue of cyclists travelling through the cemetery was discussed, but the Cemetery Committee agreed these are isolated complaints and there is no way to regulate it at this time.

D-5: THE FRIENDS OF SLEEPY HOLLOW CEMETERY – INVITATION TO MEETING ON MAY 19, 2016

Ms. Gina Nasson volunteered to attend this meeting with the Friends of Sleepy Hollow Cemetery on May 19, 2016, to review a potential planting project in Sleepy Hollow Cemetery. Landscape architect Martha Lyons will be there to discuss a plan to add additional trees, plants, and/or shrubs along Bedford Street between the third and fourth gates.

D-6: THANK YOU LETTER FOR NEW ENTRANCE SIGNS

Ms. Andrea Solomon distributed a revised letter which thanks the Friends of Sleepy Hollow Cemetery for the new entrance signs. This letter was unanimously accepted and will be submitted to The Concord Journal.

D-7: LODYNSKY BENCH

The Lodynsky family wants to place a memorial bench on public land in the cemetery. The Cemetery Committee approved the location, and discussed the design. A simple design, similar to one nearby, would be approved. If the family wants something more detailed, they may need to consider another location. Ms. Hopkins will communicate with the Lodynsky family.

D-8: REQUEST FROM SURVEYORS HISTORICAL SOCIETY

The Surveyors Historical Society has requested that they be allowed to place a 3 ½ inch round GPS marker near the gravesite of Henry David Thoreau. Ms. Hopkins explained they want to find a way to honor him as a surveyor. Additionally, the group will be holding their annual meeting in Concord in September, 2017. Ms. Winslow and Mr. Paul Cooke expressed concern about this particular location when there may be other options: Walden Pond, his first home, or near the Concord Museum. Ms. Hopkins will inquire if this is a tradition to place them near famous surveyors' graves.

D-9: COMMITTEE COMMENTS

The Committee expressed enthusiastic gratitude to Ms. Winslow for her dedication over the years and wished her luck as she joins the Public Works Commission.

The Town of Concord Cemetery Committee would like to thank The Friends of Sleepy Hollow for their donation of new entrance signs to the Sleepy Hollow Cemetery. They generously donated time and money to create signs for each entrance to this historic site.

The goal of The Friends of Sleepy Hollow Cemetery is to enhance the beautification and preservation of the Town of Concord public burial grounds. This non-profit group, comprised of Concord citizens, leads fundraising and volunteer events to promote appreciation and restoration of the burial grounds. They also work to secure grants to help with improvement of the grounds.

Barbara Ewen and Priscilla Sturges of The Friends of Sleepy Hollow worked closely with Tish Hopkins, the Cemetery Supervisor, and Gina Nasson of the Cemetery Committee, spending many hours to create signs that both welcome visitors and encourage respect for the burial place of so many of Concord's distinguished residents. We appreciate the time, effort, and creativity that Ms. Ewen and Ms. Sturges devoted to this project as well as the generosity of The Friends of Sleepy Hollow in donating the funds for the signs.

The Committee has been working on obtaining funding for signs for many years and is very grateful to the Friends for providing it for this endeavor. We look forward to working on more projects with them and are grateful for their devotion to one of Concord's great treasures.

Sincerely,

The Cemetery Committee:

K.C. Winslow, Paul Cooke, Gina Nasson, Carol Harney, Andrea Solomon

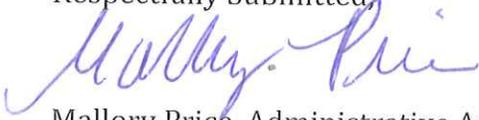
D-10: PUBLIC COMMENTS

None

MEETING ADJOURNED

The meeting was adjourned at 8:49 pm

Respectfully Submitted,



Mallory Price, Administrative Assistant
Highway and Grounds Division

Approved,



Paul Cooke
Cemetery Committee