

**Town of Concord  
Cemetery Committee Meeting  
September 7, 2016  
135 Keyes Road**

Members Present: Mr. Paul Cooke -- Chairperson  
Ms. Gina Nason -- Vice Chairperson  
Ms. Carol Harney  
Ms. Andrea Solomon  
Ms. Whitney Kocher

Also Present: Mr. Daniel Rowley -- Highway & Grounds Superintendent  
Ms. Patricia Hopkins -- Cemetery Supervisor  
Ms. Mallory Price -- Administrative Assistant  
Ms. Jane Hotchkiss -- Board of Selectmen Liaison  
Ms. Jesselyn Tobin

ADMINISTRATIVE ITEMS

- A-1 No deeds were submitted for signature.
- A-2 The meeting was called to order at 7:01 pm.
- A-3 Mr. Daniel Rowley suggested the committee discuss D-3 out of order to accommodate Ms. Jesselyn Tobin, who was present. Mr. Paul Cooke motioned to do so, all were in favor.
- A-4 The minutes of the June 1, 2016, meeting were approved and accepted, all were in favor.
- A-5 The next proposed committee meeting is October 5, 2016 at 7pm.

DISCUSSION/ACTION ITEMS

**D-3: OVERSIZE STONE REQUEST - TOBIN**

Ms. Jesselyn Tobin requests an exception to the current headstone height limit to allow for an obelisk style, dark gray granite monument of 5' 5". Ms. Tobin shared a picture of the exact style of the proposed monument as well as a photo of its proposed location in the cemetery. The Committee members have reviewed the location of the proposed monument. Ms. Whitney Kocher questioned whether neighbors across the street would mind this larger type of marker. Ms. Gina Nason said that she likes it, and others commented that it would add nicely to the landscape. Ms. Carol Harney motioned to approve the request for the oversized monument, Ms. Nason seconded, and all were in favor.

#### D-1: CHAIR COMMENTS

Mr. Cooke is pleased to see that road repair work has begun in Sleepy Hollow. He expressed concern for visitors trying to navigate around the work area to get to Authors' Ridge. He suggested some directional information on the internet and some sign placement. Mr. Rowley said he would look into it.

Mention of work at the Melvin Memorial was made, but nothing has been done at this time due to the road work project.

Mr. Cooke inquired about a plan for tree replacement at the Cemetery. He said a number of trees have been lost over the past several years. Mr. Rowley said the recently approved tree inventory project will help the committee assess what trees are currently in the Cemetery and could help with planning for what additional indigenous trees might be added in the future. Ms. Carol Harney inquired about how to pay for additional trees and Mr. Rowley said there might be some money in the cemetery budget, or it could be a project for the Friends of Sleepy Hollow Cemetery. Mr. Rowley added that once the inventory is completed, likely in spring of 2017, we can assess and add trees over time.

#### D-2: STAFF REPORT - ROAD, STONEWALL, AND DRAINAGE SYSTEM IMPROVEMENT PROJECT UPDATE, CULVERT UPDATE, PROCEDURE TO SELL LOTS IN OLDER SECTIONS OF SLEEPY HOLLOW CEMETERY UPDATE, MAUSOLEUM DISCUSSION/UPDATE

Mr. Rowley said the road repair project is going well and is on schedule. Milling of the old road surface is done, and work will begin on drainage over the next two weeks. After drainage work is complete, the contractor will begin surface grading, re-setting granite posts, installing granite curbing, completing stone wall reconstruction on Upland Ave, and paving. Mr. Rowley mentioned that he and Ms. Patricia Hopkins are preparing a request for more funds from the Community Preservation Act (CPA) for additional work in other areas of the Cemetery. Mr. Rowley provided an update on the ongoing culvert replacement project which is being completed by Pecora Contracting. He mentioned that it is well under way, with two of three culverts currently under construction. Pecora Contracting will begin working on the footbridge area in a couple weeks.

Ms. Hopkins updated the Committee on the status of the waiting list. Eighty-nine certified letters have been mailed and she has received responses from many recipients. Currently there are fifty-six people on the wait list. Ms. Hopkins will try to reach the few who received and signed for their letter but have not responded. Ms. Hopkins mentioned that she has recorded preferences for types of lots and headstones so people are not contacted for lots they would not be interested in.

The mausoleum discussion began with Ms. Andrea Solomon saying she appreciates reviewing the rules of the cemeteries that have concise guidelines for their mausoleums, and she thinks this committee should create similarly strict guidelines. Ms. Hopkins said we do need to document rules for the one tomb we have. Discussion continued on potential locations for mausoleums and columbariums. Currently, the cemetery is actively selling space in the Knoll, and the addition of a columbarium there was discussed. Ms. Hopkins likes a specific section of the Knoll for a columbarium and she thinks it would sell well. Committee members asked if there is a need in town and how we assess for that. Mr. Cooke hopes that town engineers can take a look at the landscape in the older section of Sleepy Hollow Cemetery to determine if it is physically possible to

construct mausoleums similar to the Pope tomb. Ms. Solomon said further thoughtful discussion about the future of mausoleums is something the committee must address. Mr. Cooke added that when the Pope tomb was erected in the 1930s the landscape at the cemetery was very different. Ms. Nasson inquired about how the waiting list would be treated if tombs were an option. It was asked whether tombs in the Knoll would be a good idea, as they would change the landscape dramatically. Mr. Cooke asked whether it is desirable to add tombs, both practically and morally. Ms. Solomon added that we owe a response to Mr. Farb to investigate and make a recommendation as he has put in a request. Mr. Rowley indicated that having a discussion in November would be possible after there has been some discussion with the Engineering Division and he has had a chance to complete more research.

#### D-4 - LOT REPURCHASE REQUEST

There was a formal vote for repurchase of the Hosford-Bossleman plot. Ms. Solomon moved to repurchase, Mr. Cooke seconded, and all were in favor.

#### D-5: THE FRIENDS OF SLEEPY HOLLOW CEMETERY

Ms. Harney said plantings are at a standstill due to the drought. She asked if the gift was accepted at the August 15 Select board meeting. Ms. Hotchkiss believes the gift was approved; she will confirm and let us know. Mr. Rowley said the project is on hold and will likely happen next fall instead.

#### D-6: COMMITTEE COMMENTS (relative to issues contained in this agenda or feedback received from resident(s) since last meeting)

Ms. Kocher asked about a columbarium and who builds it, how do we finance it, how is it sold. Ms. Hopkins said the town would pay for it, and then she would sell spaces. Ms. Hopkins believes it would be popular. Ms. Kocher asked if public input is needed to put in such a structure. Ms. Hopkins said there would be some kind of announcement once preliminary plans/drawings are created and a location is determined. Right now we have a rate for interment, but no rate for selling space in a potential columbarium. Ms. Nasson said the Friends of Sleepy Hollow are trying to find someone to take on the watering at the two flagpoles in the cemetery. It was suggested that it could be a high school community service project or a good project for the boy and/or girl scouts.

#### D-7: PUBLIC COMMENTS:

None

ADJOURNMENT:

The meeting was adjourned at 8:00pm

Respectfully Submitted,



Mallory Price, Administrative Assistant  
Highway and Grounds Division

Approved,



Paul Cooke, Chairperson  
Cemetery Committee