

MINUTES OF : Meeting of the Cemetery Commissioners

MEETING POSTED: YES

DATE: 5/13/2009 TIME: 2:00pm

PLACE: Kennedy Service Bldg

MEMBERS PRESENT: Brewster Conant, Bill Klauer

ALSO PRESENT: Tom Tidman, Shawn O'Malley, Allura Overstreet, Tory Beyer & Anita Dodson from the Historical Commission.

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MEETING CALLED TO ORDER AT: 2:05pm

OLD BUSINESS:

- Tory Beyer & Anita Dodson from the Historical Commission are in attendance to answer any questions or concerns about putting the cemeteries on the Nation Historical Register. Ms. Beyer stated that by getting the cemeteries on the Register we could then have CPC money and Federal grant money available to make improvements and restorations to the cemeteries. Questions about road repairs, tree replacements, hedgerows and shrub replacements, stonewall re-pointing, as well as gravestone maintenance and repair were proposed. Mrs. Beyer stated she would look into all of those projects to see if they would qualify. Otherwise the Cemetery Commissioners feel that it would in fact be in the best interest of the cemeteries to go ahead with the registration.

NEW BUSINESS:

- Commissioner Klauer would like to have a letter of thanks sent out to Jimmy O'Neil for his clean-up efforts at the Robbins house site. An excellent job! Motion – 2<sup>nd</sup> – pass. Mr. Klauer will draft the letter and send it.
- William Kramer, owner of Lot 2 & 3 Section 8 Woodlawn, has requested that he be allowed to put three monuments on his 2 lots as indicated on the attachment. Shawn feels that we can accommodate this request as long as Mr. Kramer sticks to Shawn's proposed resolution. Motion – 2<sup>nd</sup> – passed.
- Selectmen's oversight meeting is November 2, 2009 at 8:15pm. Mr. Klauer wants to create an outline of topics for discussion to determine an amount of time required to discuss the Commissioners concerns.

CITIZEN CONCERNS: NONE

Meeting adjourned at: 3:38pm

Next meeting scheduled for: 6/10/2009

## Shawn O'Malley

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**From:** wkpremiumshutter@bellsouth.net  
**Sent:** Tuesday, May 12, 2009 9:24 PM  
**To:** Shawn O'Malley; Martha Kramer  
**Subject:** RE: Monuments on Kramer lot

Yes, Shawn;

I think you are on target....the KRAMER bench should be located approx. on the right side ; middle front next to my grand parents plot . What I had in mind was the possiblity if you came to visit it would be posible to -see both my grandparents existing monument and any future monuments on our site from this vantage point. I realize there are certain limitations as to what you may or may not do i,m hoping for some flexibility.Once again thank .you in advance for all your time, efforts and consideration .

Best Regards,  
William Kramer Jr.

----- Original message from Shawn O'Malley <somalley@acton-ma.gov>: -----

You are welcome William,

I will put your request on the agenda for the next Cemetery Commissioner's meeting which will be May 13th. I understand that you are only interested in installing one bench at this time, can you tell me which one you want installed. As you look at the upright monument (please use your imagination as it does not exist yet) are you talking about the bench on the left or the right?

Thanks,

Shawn O'Malley  
Acton Natural Resources Department  
(978) 264-9644  
somalley@acton-ma.gov

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**From:** wkpremiumshutter@bellsouth.net [mailto:wkpremiumshutter@bellsouth.net]  
**Sent:** Wednesday, May 06, 2009 10:06 PM  
**To:** Shawn O'Malley  
**Subject:** Re: Monuments on Kramer lot

Dear Shawn,

I'd like to thank you in advance for all the time and effort you've given to the Kramer family's request to organize the monuments located on our cemetery plot at Woodlawn Cemetery.

As per your e-mail dated September 8, 2008, we like the suggestions you've made regarding the placement of the bench, only at this point on the right side approximately near the front center, next to my grandparent's plot.

I have been in close contact with Mathew Harris in discussion of the same. Please accept this written request as our intent to proceed as we have discussed.

I find your drawing of the lot and placement of the monuments to be acceptable.

If I may be of any further assistance, feel free to contact me at your convenience.

Once again, much thanks to all involved for your careful consideration.

Best regards,  
William Kramer  
772-341-7649 (c)  
772-286-2172 (h)

----- Original message from Shawn O'Malley <somalley@acton-ma.gov>: -----  
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Hi William,

Matt Harris of Acton Monument called me the other day requesting information regarding placing monuments on your lot. The cemetery commission has not received a letter requesting that you be allowed to place three monuments on your lot. Current regulations state only one monument per lot. You would need their approval to have three placed on your lot. Please send your request in writing to :

Cemetery Commission  
474 Main St.  
Acton, MA 01720

Thank you,

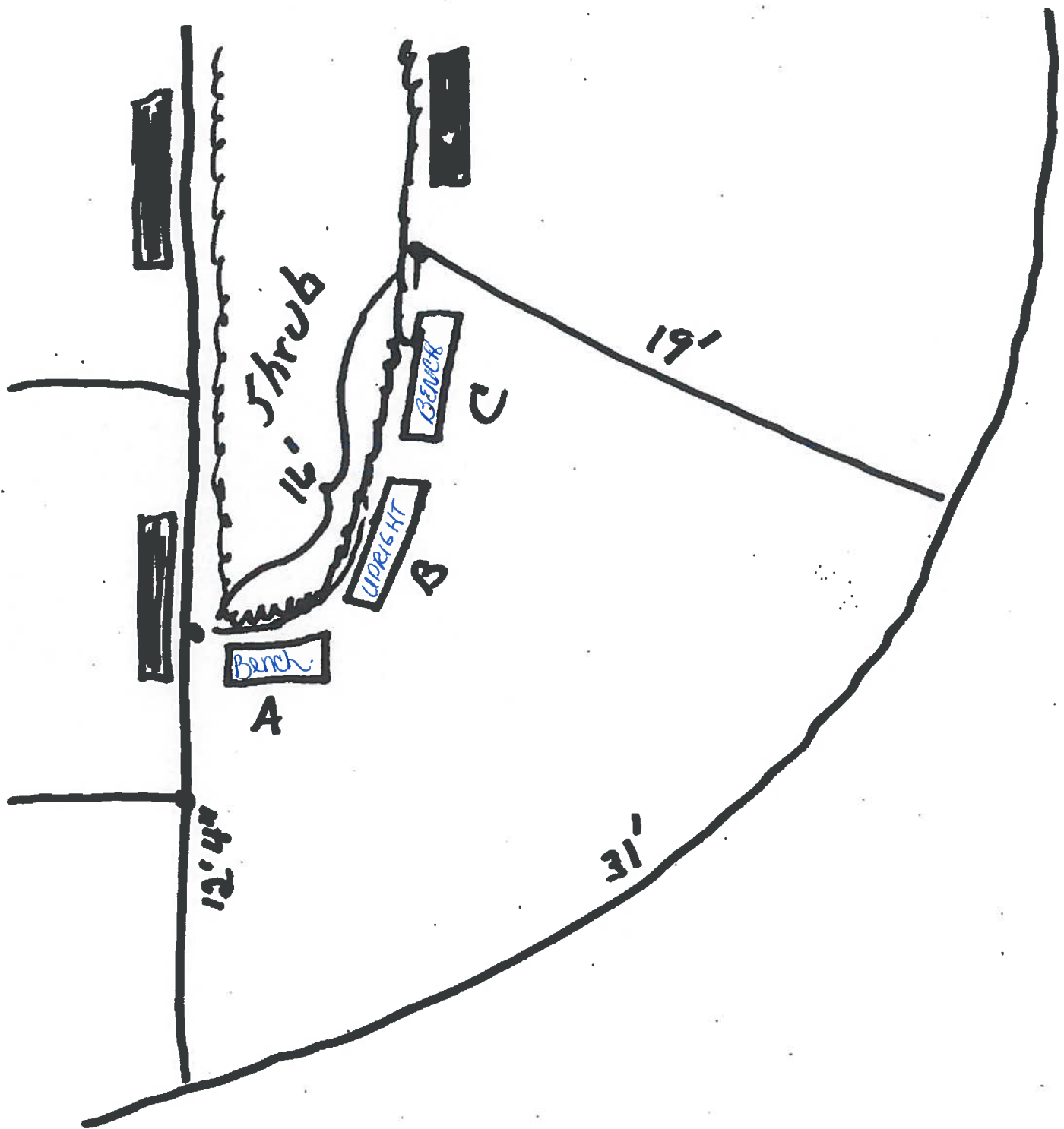
Shawn O'Malley  
Acton Natural Resources Department  
(978) 264-9644  
somalley@acton-ma.gov

**From:** Shawn O'Malley  
**Sent:** Monday, September 08, 2008 12:16 PM  
**To:** 'wkpremiumshutter@bellsouth.net'  
**Subject:** Kramer Lot

**Attachments:** Kramer Lot 3 Sec 8 Woodlawn.pdf  
Hi William,

I went out and looked at your lot late last week and have attached a pdf of my sketch so that you can picture what I am talking about. If what I have sketched is not what you had in mind please let me know. I think that there is enough space for your lot to have three monuments. I have marked the proposed monument locations as A, B & C on my sketch. The monuments would have to be no larger than 3' 6" x 1' 2". The monuments at locations B & C do provide a little flexibility in that if you wanted one to be larger than 3' 6" we could do that as long as there is a corresponding decrease in the size of the other. If you find this arrangement to be acceptable please write a letter to the cemetery commission detailing your request. Our next meeting is Wednesday Sept 10th. If you were to send me an email rather than a written letter we can probably get it on the agenda for that meeting.

Shawn O'Malley  
Acton Natural Resources Department  
(978) 264-9644  
somalley@acton-ma.gov



**Allura Overstreet**

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**From:** Christine Joyce  
**Sent:** Thursday, May 07, 2009 3:50 PM  
**To:** Cemetery Department  
**Subject:** Annual Oversight Meeting

**TO: Cemetery Commissioners**  
**From:** Paulina Knibbe, Chair, Board of Selectmen  
**Subject:** Oversight Meeting

The Board of Selectmen would like to continue their practice of meeting annually with major boards and committees in order to facilitate communications, recognize accomplishments from last year and review plans for the coming year.

We have scheduled your Board/Committee's oversight meeting for Monday, November 2 at 8:15 in the Francis Faulkner Hearing Room at Town Hall. Please let your members know of this meeting so that they can plan to attend. It is not imperative that all members attend, but a majority would be appreciated.

Please submit a copy of your committee's charter or mission, a short description of your accomplishments last year and your plan of action for the coming year before the oversight meeting. If you have issues that you would like to bring to the Board of Selectmen, please include them in your written materials or discuss them with your Selectman Liaison so that board can be prepared to address them.

If you can not make this meeting and need to be rescheduled, or to confirm your attendance, please contact Christine Joyce of the Town Manager's by E-mail at [cjoyce@acton-ma.gov](mailto:cjoyce@acton-ma.gov)