



## Cemetery Commission Minutes

MEETING POSTED: YES

DATE: 7/26/2023, TIME: 2:00 pm

PLACE: Kennedy Building 104 Concord Road

MEMBERS PRESENT: Joe Will, Bill Klauer, Franny Osman, Dana Snyder-Grant (by Phone Face Time)

ALSO PRESENT: Alissa Nicol, Corey York, Shawn O'Malley, Kim Clark

### **1. Opening**

Chair Joe Will opened the meeting at 2:00 pm.

### **2. Regular Business**

1. Minutes from 6/28/2023 were approved as written.
2. Administrative updates: FY23 Cemetery performed 105 interments and 54 lot shows. Already as of date in July there has been 11 interments and 6 lot shows.

### **3. New/Special Business**

1. Public concerns: Joe stated that an informational QR code is now being posted by Land Stewards on Conservation Land kiosks which could include the kiosk at Heath Hen Meadow (on Mt. Hope land). Scan the code on your cell phone and you are taken to the Acton Trails website. Hit the target icon and you are shown your GIS location. Also, it was agreed that if a tree falls onto a trail on undeveloped Woodlawn or Mt. Hope cemetery land, the Land Stewards can remove it.
2. Gravestone monument restoration update: Kim mentioned that Gravestone Services of New England returned this week to resume its restoration project.
3. Master Plan update: No update at this time.
4. Woodlawn Chapel renovation: Corey is getting the updated proposal and we will discuss at the August meeting.
5. CPA future projects: It was suggested to look at Woodlawn and Forest Cemetery gates.

### **4. Consent Items.**

Concord Road soccer field rental: Joe revised the field agreement and it was voted 3-0 to approve the agreement from 1/1/2023 to 12/31/2024. It will be a yearly agreement going forward, to be reviewed each December.

### **5. Additional Regular Business**

*Next month's agenda:* August 23<sup>rd</sup> chapel agreement, Cemetery Master Plan, CPA future projects

### **Adjournment**

At 2:43 pm, it was moved, seconded and voted 3-0 to adjourn the meeting.

Next meeting is scheduled for 8/23/2023 at Kennedy Building.



**Documents and Exhibits Used During this Meeting**

Meeting minutes from 6/28/2023.

Concord Road soccer field agreement