



Cemetery Commission Minutes

MEETING POSTED: YES

DATE: Wednesday, August 20, 2025, TIME: 2:00 pm

PLACE: Kennedy Building, 104 Concord Rd.

MEMBERS PRESENT: Bill Klauer, Joe Will, Dana Snyder-Grant

ALSO PRESENT: Corey York, Shawn O'Malley, Sophia Schlegelmilch, Valentina Weber

I. Opening

1. Chair Bill Klauer called the meeting to order at 2:00 pm.

II. Regular Business

2. Review of meeting minutes from 6/11/2025. It was moved, seconded and voted 3-0 to accept the minutes as written after typo correction.
3. Public concerns:
 - a. Valentia Weber, of Stow, MA, requested permission to use a photo of Calvin N. Holbrook's monument at Mt. Hope cemetery in an online exhibition. It was moved, seconded and voted 3-0 to allow use of the photo provided that the cemetery name & location are identified in the caption.
4. Election of 2026 officers canceled until further notice. Sophia to research how often elections are required and report back.
5. Woodlawn Chapel update: Granite matching the original construction has been found and ordered. Both the granite and the railings should arrive within the month. Two outdoor benches will be installed in the Fall. The first priority for the interior renovations will be relocating the organ, after which the restrooms will be addressed.
6. Proofs of a perpetual award plaque acknowledging past CPA-funded projects in the Cemeteries, with additional space for future projects, were reviewed and approved 3-0 by roll call. Wording of the inscription as drafted by Sophia was also approved, minus the phrase "all or in part."

III. Consent Items

7. Request by Jean Infante to sell her unused 3-grave lot (Woodlawn Sec 14 Lot #125) back to the Town for the original purchase price of \$3600. Motion passed 3-0 by roll call.

IV. Additional Regular Business

8. The next meeting is tentatively scheduled for September 11 at 2 p.m.

Adjournment

At 2:37 pm, it was moved, seconded, and voted 3-0 to adjourn the meeting.

Documents and Exhibits Used During this Meeting

Meeting minutes from 6/11/2025.

Photo proofs by Valentina Weber

Obituary and biographical information for Calvin N. Holbrook from findagrave.com and the Acton Memorial Library

Plaque sample photos and draft engraving