



## **Cemetery Commission Minutes**

MEETING POSTED: YES

DATE: 9/28/2022

TIME: 2:00 pm

PLACE: 104 Concord Road, Woodlawn Cemetery

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

ALSO PRESENT: Himaja Nagireddy, Corey York, Shawn O'Malley, Kim Clark, Amber Klauer, Tom Rogers

### **1. Opening**

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

### **2. Regular Business**

Minutes from 8/24/2022 were approved as written.

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

2. *Public concerns*: concern over parking on the grass at Woodlawn close to trails with dogwalkers, plus was mentioned about broken and moss covered headstones.

3. Corey York introduced himself and spoke of road paving and tree assessment.

4. Cemetery sign update: Posts have been delivered, 20 signs have been ordered. Signs will be delivered and installed as soon as finished.

5. Halloween Cemetery Tour- 10/30 through the Rec Dept. of Forest Cemetery.

6. Gravestone restoration update: Gravestone Services of NE will be back in October to continue on the project. It was discussed to get quotes on Mt Hope older sections and Forest Cemetery stones to straighten and repair.

7. CPA: applications due November 14, instructions are online.

8. Acton 250 Committee- Selectboard creating committee to prepare for anniversary.

9. Trust funds- June's statement was emailed out, September's will be as soon as received.

10. New Flag for Mt Hope- 2 have been ordered. Will be put up with new rope when delivered.

11. Fence at Woodlawn: was discussed idea of a fence installed once new section decided on and created at Woodlawn Cemetery. Will be discussed at a further date

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

1. Franny made a motion to approve the purchase as proposed of a large leaf blower that was requested by the Superintendent out of trust funds not to exceed \$12,500. If it is feasible to be purchased electric and costs more, staff will come back to commission to discuss. Dana second and was approved 2-1.



2. Dana made a motion for a CPA request for a landscape designer to design an accessible entrance for the Woodlawn Chapel. Bill seconded and was approved 3-0

3. Franny made a motion for a CPA request to design access to Forest Cemetery to make the Cemetery handicap accessible. Bill second the motion and was approved 3-0.

## **5. Additional Regular Business**

*Next month's agenda:* discuss November date.

## **Adjournment**

At 3:40 pm, it was moved, seconded and voted 3-0 to adjourn the meeting.

Next meeting is scheduled for 10/26/2022.

## **Documents and Exhibits Used During this Meeting**

Meeting minutes from 8/17/2022.

Capital requests for FY2023-2027