



Cemetery Commission Minutes

MEETING POSTED: YES

DATE: Wednesday, October 15, 2025, TIME: 2:00 pm

PLACE: Kennedy Building, 104 Concord Rd., Zoom Webinar

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

ALSO PRESENT: Alissa Nicol, Corey York, Shawn O'Malley, Sophia Schlegelmilch

I. Opening

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

II. Regular Business

2. Review of meeting minutes from 8/20/2025. Accepted 3-0 as written after correcting numbering

III. New/Special Business

3. Public concerns: Karen Allred of 4 Heald Rd. contacted the CPC proposing that CPA funds be used to repave in section 2 of Woodlawn, and her request was forwarded to the Cemetery Commission. Per Corey York, this area is a high priority for the next repaving project, but is financially challenging as removal of the old paving may damage tree roots and destabilize the trees in the area. Corey will look into whether the project could be eligible for CPA funding and report back.

4. Request for \$4850.00 from New and Old Perpetual Care funds for removal of four hazardous trees in section 5 of Woodlawn. The trees are dead or dying and frequently produce falling branches. It was moved, seconded and voted 3-0 to approve the request.

5. Updates:

1. Woodlawn Chapel – The railings and two outdoor benches are manufactured and ready for installation in November, but delivery of the granite is still delayed. It will be installed before winter if it arrives in time.

2. Election of officers – Joe Will reported back that there are no rules specifying how often elections need to be held, therefore the Commission can hold elections as needed according to their discretion.

6. After discussing the options and reviewing the requirements of Open Meeting law, the commissioners voted 3-0 in favor of continuing to meet in person, weather permitting, while also posting meetings as hybrid from now on to allow flexibility for virtual attendance as needed.

IV. Next Month's Meeting:

Wednesday, November 12 at 2:00pm, in person at the Kennedy Building and virtually on Zoom

Adjournment

At 2:40 pm, it was moved, seconded, and voted 3-0 to adjourn the meeting.

Documents and Exhibits Used During this Meeting

Meeting minutes from 8/20/2025.

Cost estimate from Axe Bros Tree Removal

Email from Karen Allred regarding Woodlawn Cemetery roads

Open Meeting presentation slides and notes from 10/15/2025 training