

## **Cemetery Commission Minutes**

MEETING POSTED: YES

DATE: 8/24/2022

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, 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 7/20/2022 were approved with a 3-0 vote.

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

2. *Public concerns:* none

3. Update on paving of Cemetery roads- Kim had spoken with Corey York DPW Director, His long-term plan is to have the Cemetery roads as part of the town Plan for Paving. Will update as information is provided.

4. Cemetery signage regarding rules, wording was finalized. Kim will get a final draft and send out for any comment. Signs will then be ordered.

5. Cemetery Commission charge: Joe read the charge as listed. No further discussion was had.

6. Gravestone restoration update: Gravestone Services of NE will be starting on Monday Aug 29, delayed due to a small injury.

7. CPA 5-year plan; Commission was advised to start thinking long term of any future CPA projects.

8. Green burials- was discussed that Kim will follow up with Westford on their Green Burial process an discussion will be continued.

9. Budget update- Cemetery is now officially part of DPW, NR budget has been separated into appropriate departments. Cemetery has its own operational budget under the DPW branch.

10. The moving of the meeting to the 4<sup>th</sup> Wednesday of the month was discussed. Dana made a motion to move the meetings; Joe seconded and was approved 3-0. Kim will have it corrected on the website.

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

1. Cemetery signs- Dana made a motion to approve the Cemetery signs as proposed with corrections and Kim can spend up to \$3000 out of trust funds for signs.

2. Emergency tree removal- Dana made a motion to approve the proposed \$11,100 for the 9 proposed injured/dead trees. Bill seconded and was approved 3-0

## **5. Additional Regular Business**

*Next month's agenda:* Sept. 28.

Corey York will attend to discuss chapel renovations.

## **Adjournment**

At 3:20 pm, it was moved, seconded and voted 3-0 to adjourn the meeting.  
Next meeting is scheduled for 9/28/2022.

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

Meeting minutes from 7/20/2022.

Rough Draft for Cemetery Signs.

Maps of Mt Hope and Woodlawn Cemeteries for sign placement.

Summary for tree removal.