



## CEMETERY COMMISSION MINUTES

MEETING POSTED: YES

DATE: 2/19/2025, TIME: 1:00 pm

PLACE: Zoom Webinar, <https://actonma.zoom.us/j/83079440505>; Meeting ID: 830 7944 0505

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

ALSO PRESENT: Alissa Nicol, Corey York, Sophia Schlegelmilch

### **I. Opening**

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

### **II. Regular Business**

1. Review of meeting minutes from 1/8/2025. Accepted as written with minor corrections to wording & numbering.

### **III. New/Special Business**

2. Public Concerns: None
3. Renderings of Proposed New Chapel Entrance: Corey York shared final renderings of the accessible chapel entrance, and confirmed that the design will have wraparound railings. Plans are moving forward as expected and bid release will take place in late February or early March.
4. Trusts & Financial Reporting: Corey met with Eleanor Anderson, town accountant, last month to discuss improving reporting of trust fund availability to the Commissioners. Ellie will gather trust information and meet with Corey and Sophia again next month for additional planning.
5. Cemetery Master Plan: Alissa discussed possibly changing the name of the Cemetery's Master Plan to language similar to the Town's "Comprehensive Plan." Dana moved to change the name to "comprehensive plan." Joe requested more time to research additional options and suggested choosing a name consistent with other town organizations. Commissioners voted 3-0 to revisit the topic at the next meeting to give them time to come up with additional name suggestions.
6. Robbins Alarm Stone & Revolutionary Monument cleaning: Acton Monument is unable to clean the alarm stone. Corey suggested contacting Gnazzo Company, who cleaned the headstones around the Isaac Davis monument. Sophia will contact them for an estimate.

Joe and the Acton 250 Committee are still concerned about the appearance of the lichen on the Revolutionary monuments in Woodlawn. Sophia is unsure whether

the D/2 Treatment works during the colder months and Shawn is unavailable to answer questions. Discussion tabled until next meeting.

7. Lot Sale Rules Change – Corey will be meeting with Town Counsel next week to get more information about implementing the new rules. Discussion postponed until next CemCom meeting when he will have more details about the next steps.
8. Annual Town Report – due Feb 28. Commissioners will review first draft and Joe will send edits to Sophia.

**IV. Additional Regular Business**

9. Next month's agenda – March 12, 2025
  - a. Review Chapel renovation bids
  - b. Discuss renaming cemetery Master Plan
  - c. Update on lot sale rules change
  - d. Follow up with Shawn about revolutionary monuments

**Adjournment**

At 1:31pm, it was moved, seconded, and voted 3-0 to adjourn the meeting.

**Documents and Exhibits Used During this Meeting**

Meeting minutes from 1/8/2025.

Final renderings of proposed Chapel entrance renovations

*The listed agenda items are those reasonably anticipated by the Chair. Not all items may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*