

MINUTES OF : Meeting of the Cemetery Commissioners

MEETING POSTED: YES

DATE: 4/16/2014 TIME: 2:00pm PLACE: Town Hall Room 126

RECEIVED
MAY 15 2014
TOWN CLERK
ACTON

MEMBERS PRESENT: Brewster Conant, Bill Klauer, Joe Will

ALSO PRESENT: Shawn O'Malley, Ailura Overstreet, Mike Gowing, Tom Tidman, Chris Norton

MEETING CALLED TO ORDER AT: 2:02pm

OLD BUSINESS:

Review and sign minutes from March meeting.
Minutes reviewed and signed.

Discuss the re-paving of Woodlawn and the trust fund contribution towards it.
Brewster Conant suggests we table this until we have a quote from Lazaro. Tom Tidman will set this up.

Eagle Scout Chris Norton would like to meet with the Commissioners to update them on his Forest Cemetery project.
Chris had nothing tangible or visual for the commissioners to view. He will come up with a formal project proposal to be presented at a later date.

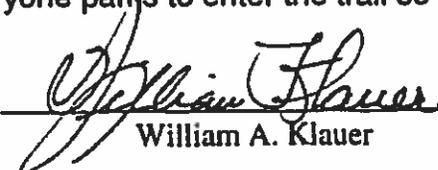
Temporary access ramp for Chapel and the status of work on the doors.
Tom Tidman states that the Town's surveyors will be surveying the grades. After that is done the next step would be to set up a meeting between the Commissioners, the Chapel Trustee David Taylor, and Municipal Properties Director Dean Charter. This matter is tabled until the survey results are in.

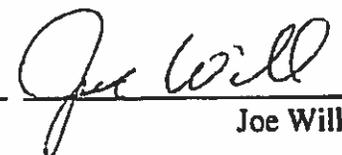
Discuss selected site for the Flag burning pit proposed by Paul Nelson for his Eagle Scout project.
Shawn O'Malley reports that the selected site is at the bottom of the veterans section in Woodlawn. He suggests the removal of an existing tree and garden and requests permission to do so. Motion, 2nd, passed. The commissioners also request a sketch of the design from Paul Nelson. Shawn will email him and request this, as soon as he receives it he will email it to each of the commissioners.

Hedge replacement candidates.
Brewster has submitted a list for Shawn O'Malley to consider for the next meeting.

Heath Hen Meadow agreement.
Jim Snyder-Grant has submitted a revised agreement (see attached). The commissioners have suggested a few revisions: the agreement should be for 5 years and not automatically renewed every two years. The land stewards also suggest posting a sign at the exit from the trail into the cemetery regarding the restraint of dogs and cemetery courtesy. Shawn O'Malley suggest that a sign also be posted where everyone parks to enter the trail so that it is visible before people let their


Brewster Conant


William A. Klauer


Joe Will

dogs out of the car. Joe Will will take these requests to the Land Stewardship Committee for consideration.

Master Plan.

Brewster Conant suggests that a revision right now would be a waste of money. We have enough cleared land in both cemeteries to last another two decades at least. Revising now might mean that we need to revise again before opening another section due to changes in the Wetlands Protection Acts and other applicable issues.

Morrison Farm update.

The voters passed funding for an archaeological survey of the Robbins homestead. The commissioners would just like to be informed as to the schedule of work. Brewster Conant will notify Maryanne Ashton of the request.

NEW BUSINESS:

An update of the Crew activities and any concerns since the last Cemetery Commissioners meeting by Crew Chief Shawn O'Malley.

Shawn states that the ornamental grasses on section 9 in Woodlawn have been removed.

Discuss issues with the Chapel organ.

Bill Klauer states that the noise from the organ blower is distractingly loud and feels that the blower should be replaced and moved from the cellar to the upstairs. He also feels that it needs to be tuned up. Allura Overstreet will email the Chapel trustee to approve the tune up and an estimate from Andover Organ Company to replace and relocate the blower. Motion, 2nd, passed.

Discuss the possibility of putting carbon monoxide detectors in the Chapel and the Kennedy Service building.

Motion to expend funds from New Per-care in the amount of \$150.00, 2nd, passed

Discuss new amendment that allows for an associate member to the Cemetery Commission.

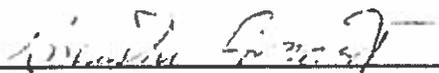
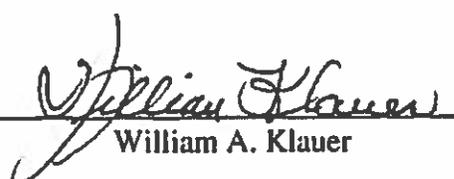
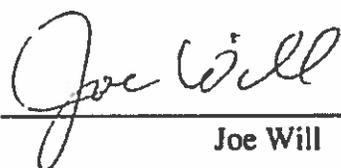
Brewster Conant suggests the commissioners nominate Connie Ingram as their Associate Member. Motion, 2nd, passed. Brewster will contact the Volunteer Committee and advise them of their request.

Documents presented:

Email from Paul Nelson	2004 Heath Hen Meadow Agreement
Deer Resistant planting list	2014 Proposed Heath Hen Meadow Agreement
Jim Snyder-Grant email regarding Heath Hen Meadow Agreement	

Meeting adjourned at : 3:24pm

Next meeting scheduled for: 5/14/2014

 Brewster Conant	 William A. Klauer	 Joe Will
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From: Paul Nelson <16nelsonp@abschools.org>
Subject: flag burning firepit site selected
Date: April 8, 2014 8:43:15 AM EDT
To: bbconant@comcast.net, Aliura Overstreet <aoverstreet@acton-ma.gov>, cemetery@acton-ma.gov
Cc: Paul Nelson <16nelsonp@abschools.org>

Good morning,

My dad and i walked Woodlawn Cemetery with Shawn O'Malley this morning and was very helpful in locating a site that is perfect for the flag burning location. It is in Woodlawn's Veteran section; it's the area with the flagpole. Shawn suggested that he would relocate the flower bed that is there, and also had been planning to cut down a tree there as well.

I would like to get started by the end of April, so that i am done in time for Flag Day on June 14th. Since the project was approved at the Nov committee meeting, pending site selection, am i all set to start once Shawn removes the flowerbed and tree? Or, do you need to approve the site at your next committee meeting (tomorrow?).

Thank you.
Paul Nelson
Troop 32

TERMS OF AGREEMENT

FOR USE OF THE WOODED AREA OF MOUNT HOPE CEMETERY AS A TEMPORARY EXTENSION OF THE HEATH HEN MEADOW TRAILS

The cemetery is not to be used as an entrance to or an exit from the trails

No signs are to be posted on cemetery land

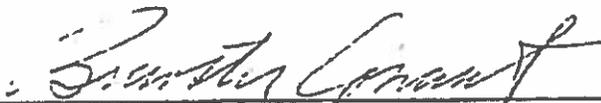
No litter is to be left on the premises

The conduct of persons using the wooded area of the cemetery shall be such that no one attending a funeral or visiting a lot shall be aware of their presence.

Concerns of any party of this agreement shall be discussed between the signing authorities in order that they may be rectified prior to review of the agreement.

As a means of encouraging continued amicable communication between the parties concerned, this agreement shall be effective for a period of two years from the date shown below, at which time, the Cemetery Commissioners shall review the terms and the impact of the agreement, if any, on the cemetery, before renewing the agreement on an annual basis.

Should this agreement be terminated at any time, for any reason, the bridges accessing cemetery land are to be removed by the Land Stewardship Committee.



Chairman of the Board of Cemetery Commissioners
BREWSTER CONANT

Feb 4, 2007
Date



Chairman of the Conservation Commission
ANDREW D. MAGEE

Feb 4, 2007
Date



Chairman of the Land Stewardship Committee
JAMES E. GRANT

April 7, 2007
Date

From: Brewster Conant <bbconant@comcast.net>
Subject: Re: flag burning firepit site selected
Date: April 8, 2014 4:35:03 PM EDT
To: Paul Nelson <16nelsonp@abschools.org>
Cc: Allura Overstreet <aoverstreet@acton-ma.gov>



Dear Paul,

Thanks for the update. Think you should be all right to proceed as we left the site determination up to Shawn. Our next meeting has been rescheduled for April 16. Thanks for your good work and good luck.

Sincerely,

Brewster Conant

On Apr 8, 2014, at 8:43 AM, Paul Nelson wrote:

Good morning

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Thank you.
Paul Nelson
Troop 32

Deer Resistant Trees & Shrubs

Very Rarely Damaged

- N Aesculus (Buckeye) ○○○
- N Albizia (Silk Tree) ○
- N Asimina (Pawpaw) ○
- Berberis (Barberry) illegal in MA
- N Betula (Birch) ○
- Buddleia (Butterflybush) ○
- Buxus (Boxwood) ○○○
- Caryopteris (Blue Mist Shrub) ○
- Cephalotaxus (Japanese Plum Yew) ○○○
- Cercidiphyllum (Katsuratree) ○○
- Cytisus (Scotch Broom) ○
- Daphne (Daphne) ○○○
- N Juniperus (Juniper, Red Cedar) ○
- N Ilex opaca (American Holly) ○○
- N Leucothoe (Leucothoe, Dog Hobble) ○○○
- N Mahonia (Oregon Grapeholly) ○○
- N Microbiota (Russian Cypress) ○○
- N Myrica (Bayberry) ○
- *Picea (Spruce) ○
- Pieris (Mountain Pieris) ○○○
- *Pinus (Pine) ○
- Potentilla (Bush Cinquefoil) ○
- N Rhus (Sumac) ○
- Sambucus (Elder) ○
- N Sarcococca (Sweetbox) ○○○
- N Viburnum (Viburnum) ○○○

Seldom Damaged

- Abelia (Abelia) ○○
- N Acer (Maple) ○
- N Amelanchier (Shadblow, Serviceberry) ○○
- N Andromeda (Bog Rosemary) ○
- N Aronia (Chokeberry) ○○
- Caallicarpa (Beautyberry) ○
- *Calluna (Heather) ○○
- Calycanthus (Sweetshrub) ○○
- Chaenomeles (Flowering Quince) ○
- Chamaecyparis (False Cypress, White Cedar) ○○
- N Chionanthus (Fringetree) ○○
- N Clethra (Summersweet) ○○○
- *Cernus (Dogwood) ○○
- Cotinus (Smokebush) ○
- Cotoneaster (Cotoneaster) ○
- Crataegus (Hawthorn) ○
- Cryptomeria (Japanese Cryptomeria) ○○
- Deutzia (Deutzia) ○
- Enkianthus (Enkianthus) ○○
- Erica (Heath) ○○
- Forsythia (Forsythia) ○
- N Fothergilla (Fothergilla) ○○
- N Halesia (Silverbell) ○
- N Hamamelis (Witchhazel) ○○○
- Hibiscus (Rose of Sharon) ○
- N Hypericum (St. John's Wort) ○○

Seldom Damaged

- N Ilex glabra (Inkberry) ○○○
- N Ilex verticillata (Winterberry) ○
- N Ilea (Sweetspire) ○○○
- Kerria (Kerria) ○○○
- Kolkwitzia (Beautybush) ○
- Ligustrum (Privet) ○○○
- N Lindera (Spicebush) ○○
- N Liriodendron (Tulip Tree) ○
- N Magnolia (Magnolia) ○○
- Philadelphus (Mockorange) ○
- Ribes (Currant) ○
- Salix (Willow) ○○
- N Sassafras (Sassafras) ○○
- Spiraea (Spiraea) ○○
- Syringa (Lilac) ○

Occasionally Damaged

- Abies (Fir) ○
- N Arctostaphylos (Bearberry) ○
- Cephalanthus (Buttonbush) ○○
- N Cercis (Redbud) ○○○
- N *Hydrangea (Hydrangea) ○○○
- Ilex crenata (Japanese Holly) ○○○
- N Ilex x merserve (Blue Holly) ○○
- N *Kalmia (Mountain Laurel) - frequently striped!! ○○
- N Liquidambar (Sweetgum) ○
- Metasequoia (Dawn Redwood) ○
- N Oxydendrum (Sourwood) ○
- Pyracantha (Firethorn) ○
- Welgeia (Welgeia) ○○

N = native plant
 ○ = sun tolerant
 ○ = part shade
 ○ = shade tolerant

TERMS OF AGREEMENT

FOR USE OF THE WOODED AREA OF MOUNT HOPE CEMETERY AS A TEMPORARY EXTENSION OF THE HEATH HEN MEADOW TRAILS

The cemetery is not to be used as an entrance to or an exit from the trails

No signs are to be posted on cemetery land

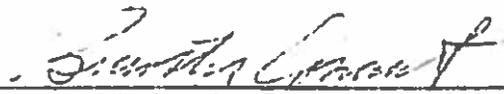
No litter is to be left on the premises

The conduct of persons using the wooded area of the cemetery shall be such that no one attending a funeral or visiting a lot shall be aware of their presence

Concerns of any party of this agreement shall be discussed between the signing authorities in order that they may be rectified prior to review of the agreement

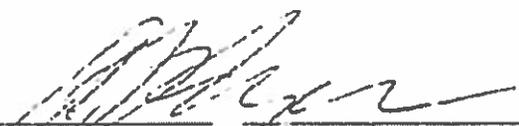
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Should this agreement be terminated at any time, for any reason, the bridges accessing cemetery land are to be removed by the Land Stewardship Committee.



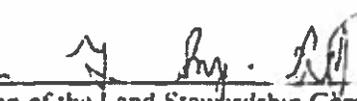
Chairman of the Board of Cemetery Commissioners
BREWSTER CONANT

Feb 4, 2004
Date



Chairman of the Conservation Commission
ANDREW STINGER

Feb 4, 2004
Date



Chairman of the Land Stewardship Committee
THOMAS CONANT

April 7, 2004
Date

TERMS OF AGREEMENT

FOR USE OF THE WOODED AREA OF MOUNT HOPE CEMETERY AS A TEMPORARY EXTENSION OF THE HEATH HEN MEADOW TRAILS

^{Mt. Hope}
The ~~cemetery~~ may be used as an entrance to or an exit from the trails, but only in accordance with cemetery regulations, such as those concerning cars, pets, and noise.

No signs, blazes, or other trail markings are to be posted on cemetery land by the Land Stewardship Committee without the consent of the Cemetery Commission. Other normal trail maintenance activities are allowed such as clearing trees and branches from trails, and adding removable boardwalks or other structures to avoid muddy areas.

No litter is to be left on the premises.

The conduct of persons using the wooded area of the cemetery shall be such that no one attending a funeral or visiting a lot shall be aware of their presence.

This agreement shall be effective for a period of ~~two~~^{Five} years from the date shown below, and then be ~~automatically renewed~~^{renewed} for additional ~~two~~^{Five} year terms unless the Cemetery ~~Department~~^{Commission} gives the Land Stewardship Committee and the Conservation Commission at least 60 days notice of an intent not to renew. As a means of encouraging continued amicable communication between the parties concerned, the Cemetery Commissioners shall periodically review the terms and the impact of the agreement, if any, on the cemetery, and report to the Land Stewardship Committee and the Conservation Commission any issues that should be resolved to allow the agreement to continue to renew. Concerns of any party of this agreement shall be discussed between the signing authorities in order that they may be rectified prior to review of the agreement.

Chairman of the Board of Cemetery Commissioners

Date

Chairman of the Conservation Commission

Date

Chairman of the Land Stewardship Committee

Date

From: Jim Snyder-Grant <jimsg@newview.org>
Subject: **Re: Cemetery / LSC / ConsCom agreement**
Date: April 14, 2014 9:15:35 PM EDT
To: Brewster Conant <bbconant@comcast.net>

Hi Brewster:

(Feel free to share any or all of this or the previous letter with the commission).

To get the conversation going about signs, here's a draft of what could be shown to people as they cross the bridge in to the cemetery land. I'm imagining an 8.5 X 11 or 11 X 17 small laminated poster attached to a tree or signpost:

You are now entering land owned by the Acton Cemetery Commission.

All are welcome to walk these trails, by agreement between the Cemetery Commission, the Land Stewardship Committee, and the Conservation Commission. While you are on this land, please obey all rules and regulations, and common sense and courtesy:

- Be quiet and respectful. Do not let any noise carry in to the formal area of the cemetery.
- Do not leave anything here.
- While in the woods, please keep any pets under control at all times.
- No pets are allowed in the formal area of the cemetery.

We hope you enjoy these peaceful woods.

-The Acton Cemetery Commissioners

For more information, contact the Cemetery Department at
(978) 929-6642 or cemetery@acton-ma.gov

Jim Snyder-Grant
Home: 978 266-9409
Cell: 508 572-2985
18 Half Moon Hill
Acton MA 01720

On Mon, Apr 14, 2014 at 9:00 PM, Jim Snyder-Grant <jimsg@newview.org> wrote:
Hi Terry:

It's time to loop you in to this discussion. The Cemetery Commission is about to review this draft, so some time soon I'll bet it will be time to come before the Conservation Commission about this.

Hi Brewster:

Thanks for talking with me about the old agreement about the use of the backlands of Mt. Hope for trails.

Based on our conversations, I've drafted a new agreement for discussion. It's attached as a PDF (more reliable for printing) and .docx (better for editing). Both documents start with a scanned in copy of the old agreement, and then the language of the new proposed agreement, so that you and the commissioners can easily compare them.

Some comments on the changes:

As we discussed, I removed the blanket prohibition on any use of the cemetery as an entrance to the trails, and instead clarified that any such use is subject to your rules & regulations, so that the Commission can vary the rules about parking and other matters as time and experience dictate.

I extended the general prohibition on signs to include other markers and blazes, and added the clause that the Cemetery Commission can choose to allow particular signs or marks if they choose. I also added in explicit permission for other trail maintenance: we didn't discuss this, but it follows current LSC practice of clearing trees and other obstacles, and our addition of a

few boardwalks near the bridge.

Finally, I added in the automatic renewal clause & rearranged the other language to fit. Since the renewal is automatic, I kept the term at two years as in the original agreement. You and I had talked about changing this to a longer period such as 5 years. but I don't think that's needed with these automatic renewals.

-Jim

978 266-9409
508 572-2985