



Cemetery Restoration Advisory Board September 14, 2016 Meeting Minutes

Call to Order:

The meeting was called to order by Chair Brian Zets at 3:37 p.m.

Oath of Office:

Chair Zets administered the Oath of Office to Mary Fee.

Roll Call:

Brian Zets, Chair	P
Denise Kohn, Vice-Chair	P
Bill Resch	P
Nancy Ferguson	P
David Cline	P
Mary Fee	P
Kate Macchi	P

Also present: Jennifer Mason - Clerk of Council, Mark Nemec – Director, Service Department/Staff Member

Approval of the August 23, 2016 meeting Minutes:

Vice-Chair Kohn moved to approve the minutes. Chair Zets seconded, and all voted to approve the August 23, 2016 minutes.

Approval of the Agenda:

Member Ferguson moved to approve the agenda. Member Resch seconded, and all voted to approve the agenda.

Continue organizing recommendations for the Board's report to council:

Chair Zets distributed copies of the drawings and bullet points submitted by members as possible designs for the cemetery.

Signage: Members discussed and agreed upon "New Albany Cemetery" as the appropriate name to identify the site. Members further agreed that the dates for

activity in the New Albany Cemetery, based on the Ohio Valley Archeology (OVA) report, were 1854-1881.

Entrance signage in the form of a plaque or mounted on a pole was discussed. Possible information to put on an entry sign included: history, links or a QR code pointing to the city's website for more information, and names of those involved in restoration (council members, CRAB members, other supporters).

Other potential signage included a map of the original cemetery and a plaque with all of the names of those confirmed buried at the cemetery at some point.

Fencing and landscaping: Members agreed that iron fencing was preferred as it was easier to maintain and mow around, it lasted longer and required less upkeep than wood, and it also presented less of a barrier to see what was inside the grounds.

Other fencing options discussed include brick plinths similar to those at Maplewood cemetery, low brick walls, and low, wooden horse rail fencing similar to that around the city. Chair Zets suggested that fence posts be 10 ft apart as that was discovered to be the distance between the historic posts in the OVA report.

Members agreed that the fencing should be simple, not ornate, and reflective of the pioneer history of the site. Members discussed removing trees as needed to re-establish the original fence line.

For landscaping, members proposed numerous ideas including: a circular brick wall which would double as seating inside the cemetery, a sculpture, a monument to those buried in the cemetery, evergreens, a map, and other seating as needed. Member Fee recommended that the cemetery not contain too many items that would need to be mown around or items that would promote casual social gatherings at the site.

Members discussed mowing in a cemetery which posed unique challenges, particularly as the headstones were old and fragile. Public Service Director Mark Nemec offered that the Service Department could mow the site rather than leaving that to contractors.

Headstones: Members discussed the lack of historical evidence of their original locations. Chair Zets proposed returning to this topic at the next meeting.

Members discussed the order in which the project would proceed including coming up with a list of estimates (monuments, entrance, sculpture, fencing, etc.),

the CRAB report and presentation to council, talking to the city manager, and involving the city planners.

Old Business:

Chair Zets reported receiving a quote from Ohio Valley Archeology, Inc. for an archeological dig of the rubble foundation/building located in the cemetery and for the nearby pit. The estimated cost was \$32,224 for the foundation only and \$51,244 for the foundation and pit. It was agreed that the dig was a lower priority item in the restoration of the cemetery.

New Business:

Member Ferguson asked and members agreed that she could deliver a copy of the OVA report to Mark Morton for his input and a quote for restoration of the 46 stones and 14 fragments.

Schedule the next meeting:

The Board agreed to keep the September 20, 2016 at 3:30 p.m. meeting date.

Adjournment:

With no further business to conduct, Chair Zets motioned to adjourn the meeting. Member Kohn seconded the motion, and all voted in favor of adjournment. The meeting was adjourned at 5:03 p.m.

Signed:



Brian Zets, Chair



Jennifer Mason, Secretary

9/20/16
Date