



HOWARD COUNTY CEMETERY PRESERVATION ADVISORY BOARD

3430 Court House Drive ■ Ellicott City, Maryland 21043

Administered by the Department of Planning and Zoning

www.howardcountymd.gov

410-313-2350

FAX 410-313-3042

TDD 410-313-2323

2017 CEMETERY PRESERVATION ADVISORY BOARD MEETING MINUTES

January

March

May

July

September

November



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JANUARY 2017 Minutes

Tuesday, January 10, 2017; 10:00 -11:30 a.m.

The bi-monthly meeting of the Cemetery Preservation Advisory Board (CPAB) was held on Tuesday, January 10, 2017 in the Ilchester room at 3430 Court House Drive, Ellicott City, Maryland.

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- Members Present:** Liz Larney, Chair; Mike Bennett; Fred Dorsey; Edward Glawe; Chip Plitt
- Absent:** Dottie Moore, Matthew Smithson
- Staff Present:** Beth Burgess, Ken Short, Yvette Zhou
- Public:** David Zinner, Liaison to the Maryland Advisory Council on Cemetery Oversight;
Tom Baldwin

General Topics

Board Updates:

Coalition to Protect Maryland Burial Sites (CPMBS): The Board discussed the CPMBS website, grants and meetings. Mr. Zinner distributed minutes from CPMBS last meeting to the Board. Mr. Bennett asked how the Coalition is funded. Mr. Dorsey and Mr. Zinner shared their funding is through a variety of sources, primarily a portion of the Membership dues, contributions, and bequests. Ms. Burgess said CPMBS has a new redesigned website which is very helpful and easy to navigate: www.cpmbs.org. Eileen McGuckian is the President of the CPMBS and Ms. Burgess will be contacting her about potential State legislation. CPMBS is meeting January 11th to discuss Preservation Maryland Six-to-Fix project on cemetery restoration. Representatives tried to rearrange their schedule to attend the CPAB meeting today, but were not able to. They plan to attend next month.

Grant Update:

Last summer Ms. Burgess asked the Howard County Genealogical Society (HCGS) to be the recipient of the cemetery grant. A draft application was sent to Mr. Jim Kuttler and the Genealogical Society Board. The grant subcommittee met in November and finalized the letter and grant application. Ms. Burgess distributed a draft grant letter that will be sent to owners on the cemetery inventory list for the Board's comments. The Board members approved the letter.

Mr. Zinner asked what will be the role of Howard County Genealogical Society in regards to the Grant. Ms. Larney confirmed the grant subcommittee is comprised of two members of the CPAB and the HCGS Board.

This subcommittee will review applications, decide on grant recipients, and make sure that the recipients use the funds as proscribed in the grant rules. HCGS will administer the distribution of funds.

Mr. Dorsey asked if the owner of each cemetery has been identified. Ms. Burgess said no; the directory is still incomplete; some are missing owners and some only have caretakers. Mr. Dorsey asked how many total letters will be sent. Ms. Burgess said approximately eighty but it is expected some will be returned, but that the grant details will be posted on Howard County's website, and will be available for those who inquire. Grant information was also distributed at Hands on History Day at the Howard County Fair last August and Ms. Burgess will make sure all inquiries from this year receive an application. Mr. Dorsey asked what if a caretaker would like to apply for the Grant rather than the owner. Ms. Larney said there is a designation box on the grant application for applicant to select if they are not the owner. Ms. Burgess said the mailings are expected to be completed by next week and an update will be provided to the Board.

Cemetery Updates:

Redd & Sipes Property, Elkridge:

Ms. Burgess forwarded the Board a detailed Archeological report of the burial site in which eight more remains have been discovered in addition to the two originally reported for a total of ten remains. Dr. Phillip Hill and Ms. Katherine Rogers are the authors of this report. All agreed the report appeared objective and well documented. It was pointed out that the original report misrepresented the positions of CPAB.

Mr. Dorsey, Mr. Bennett and Mr. Zinner were at the property during parts of the archeology work. Mr. Dorsey and Mr. Bennett believe there are burials further down the property than the report indicates. Mr. Bennett pointed out some discrepancies on the burial map shown in the report compared to where the actual location is on the site. Mr. Bennett and Mr. Plitt agreed the archeological dig needs to be put on a scaled plan to understand the impact to the lots and development.

Mr. Bennett also advised the proper way to remove the remains would be by removing all the enriched soil from the burial shaft and not by just removing the burial hardware and bones the remains have disintegrated into the soil creating the enriched soil. CPAB agreed, if disinterment occurs, the method of removing the remains should be retrieving all the enriched soil.

Mr. Dorsey requested the Board send a letter to Howard County's State's Attorney Mr. Broccolino (with a copy to DPZ Director, Valdis Lazdins) asking Mr. Broccolino to withdrawal authorization to disinter the graves now that additional information is available about this cemetery. Eight more remains have been identified in addition to the original two reported as "unknown", and further investigation is needed. Mr. Bennett said he was not in opposition to disinterment. He said and all agreed the developer needs to do further investigation before any decision should be made on removal of the remains. All agreed that the cemetery boundaries had not been fully established and all were concerned that other remains existed on site.

Mr. Dorsey said the remains were proposed to be reburied at Mt. Zion Cemetery or Meadowridge Memorial Park. Mr. Bennett suggested Mt. Zion be considered because there are other family members there but noted that if the remains are disinterred, they need to go to a safe and dignified place that will give perpetual care. The Board agreed all re-interments should be done once and properly maintained to avoid any additional disinterment of those remains. Mr. Dorsey cited CB 13 1993 that if remains are disinterred; the property is still a cemetery. The Board will discuss CB 13 from 1993 at the March meeting.

Mr. Zinner questioned the purpose of the CPAB, reminding all that he believes the goal is preservation of all Howard County Cemeteries. Mr. Plitt wants to hear from the developer as to the reason behind the plan to

disinter. Mr. Bennett and Mr. Plitt agreed the archeological dig needs to be put on a scaled plan to understand the impact to the lots and development.

Ms. Burgess noted Jason Van Kirk from Elm Street Development will be meeting with DPZ Director, Mr. Lazdins, this afternoon to discuss the report findings and next steps. Ms. Burgess believes the developer's intent is to advertise the graves in a local newspaper seeking descendants as the law requires but she will inquire at the Redd & Sipes meeting. The Office of Law noted at the November meeting that the publication seeking the descendants needs to take place prior to the State's Attorney giving authorization, to date this has not happened. Ms. Burgess said she is seeking clarity of the State's Attorney process. The Board inquired on DPZ's position. Ms. Burgess said the DPZ Director did not have one stance on disinterment; that he desired all graves to be respectfully preserved and be well maintained and not in a place where vandalism or nuisance behavior could occur. She continued that DPZ made no decisions concerning this matter as DPZ has been waiting for the archeology work to conclude and the report be submitted. Ms. Burgess said this issue was an alternative compliance and the development had other alternative compliance issues they were working through with DPZ. Ms. Larney articulated the points that Ms. Burgess was to make at the Redd & Sipes meeting in representing CPAB.

- The archeology report needed correction to either remove CPAB from page 2 of the report that said CPAB was in support of the re-interment goal or state that CPAB was NOT in favor of disinterment.
- CPAB does not believe the cemetery boundaries have been established. CPAB requests further excavation take place in the area noted in the report that has two trees and the excavation pile covering part of the cemetery. Clear boundaries need to be established along the entire perimeter of the cemetery.
- CPAB questioned if further probing was done outside the burial area to confirm the perimeter.
- CPAB requests that GPS points of the graves are noted on a scaled site plan that can be reviewed.
- CPAB want to know why the developer wants to disinter instead of allowing the cemetery to remain in Open Space.
- CPAB recommends if the developer is proceeding with disinterment that "all enriched soil" be disinterred and not just bones and hardware.

Mr. Bennett expressed concern to the Board that if a developer is prohibited to ever remove a grave, that could discourage someone from reporting a stone marker found on a site. Stones would not be sought out as they have been these past few years and with Redd & Sipes. The graves may go unreported and bulldozed over during development to avoid this process. Mr. Bennett stated a known inventory needs to be preserved, but an unknown grave discovered during the process of development may not be brought to the Board to identify a cemetery if there is no flexibility in each situation. Mr. Dorsey disagreed and stated that developers have been educated about the importance of reporting found grave markers.

Ms. Burgess said she drafted a letter to State's Attorney outlining the report. Ms. Larney stated there should be two separate letters- One letter should request an understanding of the disinterment process and the second letter should state the Board's position on the Redd & Sipes property. Ms. Burgess said she will redraft the letter and have Ms. Peltzman, the Board's Attorney, review then and email a copy to CPAB for approval.

Harper's Farm Cemetery:

Mr. Dorsey updated the Board by sharing that twenty years ago, a child had taken the Italian marble footstone of Amos Dorsey but recently returned it.

Kings Contrivance Grave Stone:

A homeowner found a broken headstone on his property which is about 8.5 feet away from Columbia Association's pathway and 30 feet away from Wildwood, built by Rinaldo Dorsey. The stone had "Willie one

Year” engraved on the stone. A William Worthington was born in 1848 and another William born in 1850, which could indicate the death of the first William. Further investigation is needed to determine findings.

Wilde Lake Grave Stone:

A homeowner found a head stone that may be originally from the Clark’s Farm on his property. Mr. Dorsey picked up the stone but the homeowner wants it back. Mr. Dorsey asked the Board to consider creating a policy to handle circumstances when a property owner finds a headstone.

Fuller/Kane/Smith Cemetery property sale update:

Mr. Dorsey said this property is located on Route 99 and he has been working with the Eagle Scout to hopes for the nearby firehouse to adopt the cemetery. He also contacted the listing agent, Mr. Bob Lucido who provided the plans from 1995 (showing two lots off an original parcel) and the MLS makes no mention of the cemetery. Mr. Dorsey said there is no requirement to disclose a cemetery on the property in MLS and he has not heard back from Mr. Lucido.

Savage Cemetery:

Mr. Tom Baldwin said he came to the Board today because he was interested in learning about cemetery preservation and hopes to find the contact for the Savage Cemetery. Mr. Baldwin said his mother was buried there last year. He contacted the two phone numbers listed on the cemetery sign to enquire about the process to bury his mother, and later to report issues but has not received any responses yet. He further mailed a letter to the address listed for donations. The letter was presumably received since it was not returned. In his investigations, he found through SDAT records that the company who maintained the cemetery dissolved several years ago. Mr. Zinner passed on Ms. Deborah Rappazzo’s contact who is the Acting Executive Director for the Office of Cemetery Oversight. Mr. Bennett said if the cemetery is licensed, there is a State contact. Ms. Burgess has a contact for the Savage Cemetery Company that she will pass on to Mr. Baldwin. Mr. Baldwin will update the Board on his efforts and may return to future meetings.

Action Items:

- Ms. Burgess and Ms. Zhou will be working to create a file for each inventory site.
- CPAB will review State’s Attorney letter.
- Mailing will go out by DPZ with an update to Board.
- March agenda to include discussion of a Policy on what to do when someone discovers a grave stone.
- March agenda to include discussion of CB 13, 1993

Meeting Adjourned at 11:52 a.m.

Upcoming meetings

- Tuesday, March 14, 2017 at 10 a.m. in the George Howard Building.
- Tuesday, May 9, 2017 at 10 a.m. in the George Howard Building.
- Tuesday, July 11, 2017 at 10 a.m. in the George Howard Building.



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MARCH 2017 Minutes

Tuesday, March 21, 2017; 12:00 p.m.-1:30 p.m.

The bi-monthly meeting of the Cemetery Preservation Advisory Board (CPAB) was held on Tuesday, March 21, 2017 in the Ilchester room at 3430 Court House Drive, Ellicott City, Maryland.

- Members Present:** Liz Larney, Chair; Mike Bennett; Fred Dorsey; Edward Glawe; Chip Plitt
- Absent:** Dottie Moore, Matthew Smithson
- Staff Present:** Beth Burgess, Ken Short, Yvette Zhou, Cynthia Peltzman
- Public:** Dario Broccolino, Howard County State's Attorney; Jerry Rushing and Ronnie Brown , Savage Community Cemetery; Debbie Rappazzo, Acting Executive Director for Maryland Office of Cemetery Oversight; Ruth Anne Arty, Maryland Board of Morticians & Funeral Directors; Eileen McGuckian, President of Coalition to Protect Maryland Burial Sites, Inc.

General Topics

Disinterment Process with Howard County State's Attorney

Mr. Dario Broccolino, Howard County State's Attorney, explained the majority of disinterment requests are for individuals whose family move out of state and want the remains of their loved one to be relocated together. He said the request from the Elm Street Developer is different since it involves at least nine remains. Mr. Broccolino is unsure why States Attorneys are being involved in this process since the role of the States Attorney is to only prosecute cases of people who are guilty of crimes and not issues regarding zoning. Ms. Cynthia Peltzman said the State's Attorney oversight is often regarding disinterment requests for murder investigations which is very different from Elm Street Developers.

Mr. Broccolino said the Elm Street Developer's letter requesting disinterment complied with the requirements and he has no objection for them to proceed with their request. He would need a good reason to object to a disinterment.

Ms. Burgess referred to Maryland Law 10-402 subsection 6 that states "The State's Attorney may authorize the removal of the human remains from the burial site after receiving proof of the publication required under paragraph 1 of this subsection; and 15 days after the date of publication." She asked why the State's Attorney letter dated 2015 and 2016 was submitted before the proof of publication occurred and if the Department of Planning and Zoning (DPZ) is required to have copies of such publications for records. Mr. Broccolino replied he does not require proof of publication to be submitted and trusts the person will follow all the requirements.

He said the Developer of Redd & Sipes satisfied the advertisement in The Baltimore Sun. Mr. Mike Bennett said in his case, the letter and copy of the advertisement are sent from the cemetery where the remains will be reburied permanently. The documents are required by Maryland Office of Cemetery Oversight. Ms. Burgess said currently there is no standard request form for disinterment, just a written request. She stated it may be helpful to have a standard form stating what is required.

Ms. Liz Larney asked Mr. Broccolino how he evaluates disinterment requests and if he has a standard in which to raise an objection. He said the newspaper advertisement is to see if any family members may come forward to object to the disinterment and that he has no set process. Unlike some other State's Attorneys who do not review the letters, he reads each letter and does not like to delay the process.

Mr. Fred Dorsey said there are no criteria for an individual's request to relocate another individual who is a family member. Mr. Broccolino said he would need a good reason to object to the request. Otherwise he would issue a letter to proceed. Mr. Dorsey asked if there is a set of requirements guiding the State's Attorney's decision making process for disinterment requests. Mr. Broccolino said there are none currently that he is aware of.

Ms. Larney asked if objections from a public citizen or family are taken into consideration. Mr. Bennett said the circumstances may be difficult because many families want burials to take place as soon as possible for emotional closure. Ms. Peltzman said the statues also states who can make disinterment request such as children, siblings or other family members. Mr. Dorsey asked if there is no living family member who else can object to the disinterment. Mr. Broccolino said it is up to organization like the Cemetery Preservation Advisory Board to voice their concerns. Although he is sympathetic, it is not a reason to stop a developer from disinterment of remains. Ms. Larney said there should be a different evaluation process between a developer who discovers burials on the property after the land was purchased compared to a developer who knew existing burials before purchasing land. Mr. Broccolino left the meeting after this discussion.

Cemetery Restoration Grant Allocation Results

Ms. Burgess announced the 2017 Cemetery Grant Results below. The recipients will complete the proposed work this spring/summer then submit their cancel checks, itemized invoices and complete a payment reimbursement form to receive their grants from the Genealogical Society.

For grant outreach efforts, 80 cemetery owner's contacted: 80 mailed, 10 email, 5 cemeteries submitted application requesting \$10,625 out of the \$28,251.80 cost of the projects.

Site #	Cemetery Name	Cemetery Location	Total Cost of Project	Amount Request	Amount Granted
9-2	Bowling Green Farm	1485 Underwood Road Sykesville, 21784	\$3,431.80	\$1,700	\$1,000
14-3	Oak Grove	Route 97, Glenwood	\$17,000	\$5,000	\$1,500
24-1	St. Paul	8749 Frederick Road Ellicott City, MD 21043	\$4,200	\$2,100	\$1,500
24-2	VFW	4225 VFW Lane Ellicott City, MD 21043	\$1,920	\$960	\$500
24-4	Whipps	3651 St. John's Lane Ellicott City, MD 21043	\$1,700	\$850	\$500
Grant Amount Allocated					\$5,000

The Recipients are:
 Oak Grove \$1500
 St.Paul \$1500

Bowling Green Farm \$1000
VFW \$500
Whipps \$500

Cemetery Updates:

Redd & Sipes; Elm Street Development Update

Ms. Burgess showed a site plan with 42 single family lots. The pink highlighted area indicated the location of the Reimensneider burials located on lots #33 and #34 where nine confirmed remains from the mid 1800's have been identified through ground penetration radar and archaeological studies. Mr. Van Kirk clarified the square on the plan around the cemetery is not a 30 foot setback boundary which is required but rather a highlighted area noting an inset zoomed in to show more details of the burial layout.

Ms. Burgess referenced section 16.118-Protection of historic resources and shared the Planning Board will meet on March 30 to provide their recommendation about Elm Street Development's request for disinterment to DPZ's Director, Mr. Val Lazdins, who will make the final determination. Ms. Burgess asked CPAB if they have comments to submit prior to the Planning Board meeting or if anyone will testify at the meeting. The Board has written a letter requesting the family cemetery remain on site. This letter was sent to the DPZ Director who will make the final decision on this alternative compliance. Ms. Burgess asked if CPAB wants to send additional comments to Mr. Lazdins about the Board's position. Ms. Burgess said Mr. Lazdins believes that cemeteries should be respected and not in locations where they may not be well maintained or will become a nuisance but that he has not made a determination at this time for this site and is waiting for the Planning Board recommendation.

Mr. Van Kirk said they are the contract purchasers of the land where the burials have been identified. The land is zoned R-12 and is on 15 acres. He presented the following information: The site consisted of two land parcels, one owned by Redd and the other owned by Sipes. Previously, the owner Mr. Redd and Dorchester Homes were ready to build homes on the property but Mr. Redd passed away. His daughter Rhonda Redd now owns the property. Elm Street Development will only develop the site with Redd and Sipes land together. There was no indication of a cemetery when Elm Street purchased it. Mr. Van Kirk stumbled on a headstone during a site walk in 2015. Mr. Van Kirk contact Mr. Dorsey, Mr. Short and DPZ to further discuss options. Ground penetrating radar was done and Dr. Phillip Hill, a professional Archaeologist, was hired to do trenching analysis. The burial area was divided into several grids and revealed nine (possibly ten total) grave shafts. Mr. Van Kirk site said given the compactness of the site, removing two lots is not a very ideal for the surrounding lot designs. He invited CPAB to come out to the site March 27th or 28th when the southern boundary to the cemetery is to be determined.

Although buyers sign disclosures acknowledging the cemeteries, the presence of a cemetery does not go well from a cultural perspective as many buyers are upset and do not want to purchase a home near a cemetery. Mr. Van Kirk believes in cemetery preservation by relocating the remains into Meadowridge cemetery, a professional well maintained cemetery with all the necessary accommodations to respect these remains. All the remains would be removed with all its enriched soil and placed into vaults in the same north south east west orientation. He said if the remains stay their existing location, they will not be well maintained and have the respect they deserve.

Ms. Larney commended Mr. Van Kirk for his effort. However, she is confused to why a disinterment request letter was sent to the State's Attorney when the engineering work to identify the southern boundary of the cemetery had not be completed at the time. Mr. Van Kirk said the letter was just a

step in the process since there are other components such as transfer permits and DPZ's decision that need to occur.

Ms. Larney asked Mr. Van Kirk if he researched about homes built around preserved cemeteries. Mr. Van Kirk said he has not. He was aware of a community where descendants removed the headstones to a burial, kept all the stone until the area was turned over into the HOA and then returned them in place which was not appropriate procedures.

Mr. Dorsey said the community that Mr. Van Kirk referred to is Moxley burial in the Stratford Community located near Route 29 just before crossing the bridge from Howard to Montgomery County. Mr. Dorsey said he spoke to people in that community and the preserved cemetery area has become a gathering place for the community. There are about 60 school aged children in the community and there has been no vandalism. The homeowner bought the homes with the knowledge of cemetery on their site with no objections. A playground was built adjacent to the preserved cemetery. He notes this as an example and success story to saving a cemetery.

Ms. Eileen McGuckian asked if the HOA is ok with maintenance of the cemetery. Mr. Van Kirk said he set up the HOA and the homeowners do not have a choice to agree or disagree about cemetery maintenance because there were no homeowners at the time of establishment. Ms. McGuckian said it would be better not to move remains since Mr. Van Kirk has other options such as setting aside the cemetery area into a small park. Mr. Van Kirk said the Redd & Sipes property already had a lot of open space in the southern part of the property.

Ms. McGuckian asked what alternative compliance is in zoning terms. Ms. Burgess said it is what waivers used to be but DPZ views alternative compliance as a more appropriate term as there are options to accommodate an issue verse waiving it.

Mr. Dorsey said the CPAB should look into establishing guidelines for HOAs with historic cemeteries on their property helping them understand their obligations and finding resources for maintenance. Mr. Dorsey used the St. Charles Ruins on Frederick Road across from the Doughoregan Manor near Rout 40 as an example of how expensive the ruin was for the community's HOA to maintain and how he helped them find local resources for additional funds.

Mr. Bennett said he believes in cemetery preservation if the graves are maintained well with dignity and respect which is why he is in favor for the Elm Street Developer request to relocate the remains to Meadowridge or another cemetery since it will be a better permanent cemetery.

Mr. Eddie Glawe asked if there were other correspondences from the CPAB about Elm Street Developer's request for disinterment given to Mr. Lazdins and if they will be forwarded to the Planning Board. Ms. Burgess said the CPAB has provided previous comments about the Board's position but since they were addressed to Mr. Lazdin's it should not be assumed that info is forwarded on to the Planning Board. Mr. Dorsey recommended if someone wants to testify at Planning Board on behalf of a group, he or she must have a letter approving their ability to represent an organization.

The Planning Board will meet on March 30 to make a recommendation to DPZ. Ms. Larney suggested the CPAB provide their written recommendations to the Planning Board prior to their meeting. Ms. Larney motioned for the CPAB to make a recommendation to the Planning Board. Mr. Chip Plitt seconded. The motion was unanimously approved.

Ms. Larney motioned for a vote of how many are in favor of granting the disinterment request. Mr. Plitt seconded. Three Board Members voted against disinterment, one voted in favor and one abstained.

Fuller/Kane/Smith Cemetery Property Sale Update-

Mr. Dorsey said the cemetery has eight headstones of a black tenant farmer family. Mr. Dorsey's neighbor works for the real estate company whose is representing the sale of this property where two new homes (approximately 6 acres- to confirm) can be built. He also put together a letter with a copy of the inscription on the headstone and a history about the family buried there along with resources the CPAB provides to potential buyers. If the property becomes an out parcel, Mr. Dorsey will speak to the firehouse next by about possibly maintaining the cemetery.

Other Cemeteries

Savage Community Cemetery

Mr. Jerry Rushing and Mr. Ronnie Brown, the owners of the Savage Community Cemetery, said they have been managing the cemetery since the 1980's and the non-profit was established in 1964. He said they are still an active nonprofit company managing the day to day operations. They are not out of business as reported by concerned citizens. They are privately owned and do have to follow COMAR.

Mr. Rushing acknowledged the management had failures in communication but they recently committed more volunteers and started a Facebook page to improve communication.

Ms. Burgess said the recent concerns brought to CPAB's attention was a citizen who had problems burying a loved one after he did not receive a response after calling the phone number on the cemetery sign. Mr. Rushing said the phone number is an active number and often times he receives inquiries about the burial process which is then referred to funeral directors.

Mr. Bennett asked if Mr. Rushing and Mr. Brown maintained record plots and if the records are available. Mr. Rushing said he did maintain the record plats. Mr. Bennett asked if they charge a layout fee or any fee. Mr. Rushing said they do not charge a layout fee nor any other fee. They are a non-profit organization and only accept donations. Their expenses are to pay for the grass to be cut. They have some volunteers but cutting grass around graves is difficult and needs to be done correctly.

Ms. Burgess showed the Board a photo of a blue car parked on an adjacent property near the cemetery because of infringement concerns. Mr. Rushing said the bus company next door also uses the cemetery road for access instead of staying on their easement but they do help maintain the lane. Ms. Burgess confirmed that property lines on GIS indicated the cemetery driveway was being used by the adjacent bus lot.

Mr. Rushing ended the discussion saying they would be in touch with CPAB on a more regular basis and they will make sure all their paperwork is complete with Maryland Office of Cemetery Oversight.

State Legislation

HB 235

Hearing Feb 7 at 1pm: Abandoned Private Cemeteries – Authorizing a county or municipality, by local law, to establish that unpaid charges made against real property that is an abandoned private

cemetery for specified purposes are a lien on the property; and requiring a county or municipality to take specified actions if the county or municipality determines that a private cemetery is abandoned and in need of repair, maintenance, or preservation.

SB 50

Hearing March 22 at 1pm: Establishing that the owner of a burial lot is responsible for the care of specified monuments or memorials; providing that this Act does not prohibit a responsible party for a cemetery from maintaining or repairing a memorial or monument under specified circumstances; etc.

CPAB had a brief conversation about each Bill and Ms. McGuckian clarified a few points.

Updates

CPMBS Annual Meeting: Ms. McGuckian announced that The Coalition to Protect Maryland Burial Sites(CPMBS) has a new website and invites everyone to take a look. The Annual CPMBS conference will be on April 29th in Lothian, Maryland. It will be a day full of conservation topics and networking with other people.

Zoning Regulations Meetings: Ms. Burgess announced the Howard County Development Regulations Stakeholders Meetings on Wednesday, March 29, 2017 from 10:30am-11:30am in the Ellicott Room in George Howard Building. The theme will be Preservation and Cemetery.

Meeting Adjourned at 1:43pm

Next meetings:

Tuesday, May 9, 2017 at 10am in George Howard Building

Tuesday, July 11, 2017 at 10am in George Howard Building

Tuesday, September 12, 2017 at 10am in George Howard Building

Tuesday, November 14, 2017 at 10am in George Howard Building



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May 2017 Minutes

Tuesday, May 9, 2017; 10:00 -11:30 a.m.

The bi-monthly meeting of the Cemetery Preservation Advisory Board was held in the Ilchester Room at 3430 Court House Drive, Ellicott City, MD 21043. All cases are public meetings unless otherwise indicated. All inquiries should be made to: 410-313-2350.

Members Present: Liz Larney, Chair; Fred Dorsey; Edward Glawe; Chip Plitt

Absent: Dottie Moore, Matthew Smithson, Mike Bennett

Staff Present: Beth Burgess, Ken Short, Yvette Zhou

Public: David Zinner, Liaison to the Maryland Advisory Council on Cemetery Oversight; Julia Nichols, Volunteer Oella; Alicia Osgood, Public; Melinda Chaney Farnsworth, Secretary of Savage Cemetery Company of Howard County; Tom Baldwin.

General Topics

Cemetery Updates:

- **Reimensneider Family Cemetery Update:**

Ms. Burgess, Ms. Larney and Mr. Dorsey summarized the April 20 Planning Board meeting with the Board. Elm Street Developers presented to the Planning Board seeking a favorable recommendation to the Planning Director to disinter the 11 remains at the Redd property in Elkridge. Some of the Reimensneider family descendants favored disinterment and relocating the remains to Mt. Zion church cemetery since there are other family members buried there. CPAB had made a recommendation to the Planning Board against disinterment but had emphasized the Board respected the wishes of the descendants. A few family members were not in favor of disinterring as they felt Charles Reimensneider has clearly articulated in his Will that he was to remain in that location and not be removed. A few citizens testified against disinterment expressing their concern for the precedent this sets for the County. The Planning Board voted against disinterment in 5-0 vote so their recommendation to the Planning Director is to not allow the disinterment of the Reimensneider remains.

Mr. Lazdins' DPZ Director has not made a final decision yet whether to allow moving the remains, or have them to stay in place. Comments from the Dept. of Planning and Zoning (DPZ) regarding the development plans currently submitted by the developer are due the third week in May. At this point

DPZ has been discussing options with the developer – nothing is resolved at this point. The Developer could request for an extension if they are still working on a final plan or decision.

Ms. Larney said she was asked to do an interview with Channel 2 news at the St. Mary's Cemetery. The news team wanted a different location from where the Reimensneider family was buried and where Mr. Van Kirk was interviewed. Ms. Larney stated the reporter clearly wanted a statement from her if the remains should be disinterred. Ms. Larney's response was that the decision will be based on the law rather than her personal preference and that it was a difficult decision to have to make. She expressed her hopes that the reporter does her homework on the facts and the law as she has suggested and that she hopes she is not misquoted. Mr. Lazdins was also contacted and he sent a response to the reporter that a final decision has not been made. The cemetery story will air May 11, 2017.

Ms. Larney expressed the need to follow State Law Section §5–505 (see attached) where a court judgement is needed to sell lots over a cemetery. Mr. Zinner said the current criteria on how a States Attorney makes the determination to disinter needs to change since most requests are for criminal investigations and there are usually no objections for disinterment. When disinterment is needed for new community development, a new set of guiding criteria need to be in place. He said the Board can find the right people to draft a reference guide. Mr. Dorsey recommended taking the issue to the next general assembly and provided a letter to the CPAB and to the Planning Board. Most agreed having stronger law would benefit the County. Mr. Plitt said the Cemetery Preservation Advisory Board is an advisory board that may not have the legal authority to determine what is legal. Ms. Burgess agreed with Mr. Plitt and said she will seek the CPAB Attorney, Cynthia Peltzman, for further advice.

Mr. Glawe asked how Mr. Lazdins' final decision will be made. Ms. Burgess said Mr. Lazdins will take all laws, the Planning Board recommendation and the plan and any facts including concerns about the cemetery being close to building lots into consideration. Ms. Burgess said the Developer could ask for an alternative compliance for issues like setbacks. The final decision comes down to Mr. Lazdins signing off on the plan to either approve as is or a modified plan.

- **Enclave at Tierney Farm:**

Alicia Osgood is a great-granddaughter to Denton Miller, who is located at site #34-1 adjacent to Tierney farm. She expressed how there is a lot of overgrown trees and shrubs and a tree fell on top of the grave that needs to be cleaned up first. The way the grave currently is could present marketing problems for Beazer Homes to their buyers- the builder is expected to start selling homes this summer. The descendant said it is unknown what or if the developer wants to do with the grave but it is important to protect and preserve. Ms. Osgood hopes the HOA can take the responsibility to maintain the grave. Ms. Osgood will contact Beazer Homes.

Ms. Osgood was unsure who was the current owner of the cemetery. Mr. Dorsey recommended Ms. Osgood contact Mr. Eddie Zepp since he was willing to clean up the cemetery in the past. The Cemetery will not be part of the development per DPZ records. The Developer will need to respect the 30 feet setback unless a alternative compliance request is made and approved. The HOA will not take the responsibility to maintain the grave since it is not part of the development but the Cemetery would be eligible for grant programs. Ms. Burgess will send details to Ms. Osgood. Ms. Osgood will update the Board with her contact with Beazer.

- **Gaithers Chance:**

A citizen called Ms. Burgess with a concern that the headstones were removed, the land regraded and the stones reconfigured in an attempt to clean up area. Ms. Burgess will set up a time for a site visit to address the citizen's call.

- **Savage Community Cemetery:**

Ms. Farnsworth said the cemetery has been working to be in compliance with the State. A maintenance contract has been secured for grass mowing for the remainder of the year. There are volunteers ready to clean up the cemetery. An email address, Facebook account and business card have been created to improve communication. The phone number on the sign at the cemetery goes directly to Mr. Ronnie Brown, one of the owners. All the lots have been sold. Burials are done by a third party and Savage Cemetery Company are not involved with, provide or contract for that service; that service is contracted by the family of the person being buried. The official business name is Savage Cemetery Company of Howard County.

Mr. Baldwin said his mother passed away two years ago and contacted the Savage Community Cemetery for burial but never received a response. Ms. Farnsworth said the all inquiries were handled but acknowledged that communication will be improved going forward.

Mr. Baldwin would like to volunteer to clean up the cemetery such as debris removal, overgrown trees & shrubs, and reset fallen headstones. He wants to know how to raise funds with the cleanup efforts.

Ms. Burgess cautioned about issues like liability and permission. Ms. Farnsworth said any volunteer cleanup requests should be coordinated through the owners and either Mr. Brown or Mr. Rushing will be on site with the volunteer.

Mr. Dorsey cautioned about the process for resetting heading a stone to prevent stone damage. He recommended contacting the Coalition to Protect Maryland Burial Sites (CPMBS) for resources such as training and workshops about cemetery cleanup. Mr. Robert Mosko is a professional conservator that spoke at CPMBS and has the expertise to help. Mr. Baldwin will contact Mr. Dorsey for CPMBS information.

Mr. Baldwin raised questions about ownership of the Savage Cemetery. Mr. Dorsey said the company is obligated to provide confirmation of ownership as it is not the Cemetery Preservation Advisory Board's responsibility.

- **Tucker/Jones Cemetery:**

Mr. Dorsey said the Pastor of the church at the beginning of Church Lane is interested in cemetery clean up. Mr. Dorsey will walk the property with the Pastor to further discuss.

Cemetery Bike Ride:

A bike tour is planned and Mr. Zinner said he and Mr. Dorsey drove the 25-mile bike ride path which is part of the Howard County cycle to health program. There will be stops at six cemeteries. It is planned for the end of August and if all goes well, two similar bike rides are planned for 2018. Mr. Zinner suggested publishing the bike route for individuals to ride the path themselves. Mr. Zinner wanted to know if the bike ride can be promoted on the DPZ website to draw interests and sponsors. Mr. Dorsey said that ideas like this one could become future fundraisers for cemetery grants if there was a nominal charge.

Coalition (CPMBS) update from annual conference:

Ms. Burgess said the conference provided a great opportunity for the Coalition to network with all counties. The Coalition is looking at Howard County as good example in cemetery preservation efforts. They value the County's inventory and praises that the Board and website are always updated. It was expressed at the annual meeting that Howard County is setting the bar high since it is only county with a CPAB board in the state of Maryland. The Coalition expressed goals for next year and legislative advocacy was a priority.

Ms. Burgess shared Preservation Maryland has an innovative program called Six-to-Fix designed to help save threatened resources statewide. Preservation Maryland invests seed funding, expert professional staff and volunteer time, and statewide advocacy and outreach efforts to move projects towards preservation. Rather than creating lists of threatened buildings, they are doing something about it.

<http://www.preservationmaryland.org/programs/six-to-fix/>

Hands on History:

Thursday, August 10th at the Howard County Fair- The Board agreed that they will be participating in this year's event to promote & generate interest in the County's historic Cemeteries. Mr. Plitt, Ms. Larney and Mr. Zinner volunteered to help. Ms. Burgess suggested highlighting the current grants with before and after images.

July Meeting:

Next July's meeting the Board will have discussions about how the 2017 Grant process went. Ideas on improving or streamlining the 2018 grant are welcomed. There are currently three grant recipients who have already submitted for reimbursement. The Howard County Genealogy Society are managing the reimbursement to recipients. The July meeting, DPZ will give an update to the cemeteries that were in the development process.

It was noted as a concern that the burial (16-2) at Waverly Mansion is getting parked on when there are events at Waverly. Ms. Burgess will contact DRP to ensure protection of this burial.

Action Item Updates:

- Ms. Zhou has completed the creation of the new cemetery files for each inventory site.

Next Meetings:

Tuesday, July 11, 2017 at 10am in George Howard Building

Tuesday, September 12, 2017 at 10am in George Howard Building

Tuesday, November 14, 2017 at 10am in George Howard Building



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3430 Court House Drive ■ Ellicott City, Maryland 21043

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July 2017 Minutes

Tuesday, July 11, 2017; 10:00 -11:30 a.m.

The bi-monthly meeting of the Cemetery Preservation Advisory Board will be held in the Ilchester Room at 3430 Court House Drive, Ellicott City, MD 21043. All cases are public meetings unless otherwise indicated. All inquiries should be made to: 410-313-2350.

Members Present: Liz Larney, Chair; Fred Dorsey; Edward Glawe; Chip Plitt

Absent: Mike Bennett

Staff Present: Beth Burgess, Ken Short, Yvette Zhou

Public: David Zinner, Liaison to the Maryland Advisory Council on Cemetery Oversight; Melinda Chaney Farnsworth, Secretary of Savage Cemetery Company of Howard County; Ron Brown, President of Savage Cemetery Company of Howard County; Jerry Rushing, Vice President of Savage Cemetery Company of Howard County;

General Topics

Cemetery Updates from the Plan Review Process:

Rosa Bonheur; #37-9:

- Corridor Square, adjacent to Rosa Bonheur, was submitted as a Sketch Plan June 2017.
- The developer, Mr. Levy, and Ms. Warden, representative of Rosa Bonheur Society, have been in conversation about the development project and the potential for Mr. Levy to purchase the cemetery and have Rosa Bonheur Society manage it. Mr. Levy is considering options.
- Plan allows a 12-foot wide access to Dorsey Road from the Rosa Bonheur circular road.
- RCD pdoc comments advised to provide the required 30-foot setback from all burials.
- Plan shows Rosa Bonheur Memorial Park to have a hedge or fence buffer from the development entrance.
- Mr. Zinner will be meeting with the group next week to discuss further plans.

Enclave at Tierney Farm; 34-1:

- Phase 2 of the Final plan is complete.
- Developer does not own the cemetery and has no responsibility for the cemetery.

- Developer offered verbal commitment to Ms. Osgood, a descendant, and said they are committed to considering what can be done to clean-up the cemetery and will follow-up with Ms. Osgood. Ms. Osgood will contact Andy Zepp, a fellow descendant, to help with the clean-up.

Clark Cemetery at Walnut Creek; #28-2:

- Developer has the cemetery set apart on a separate lot adjacent to Lot 89.
- The cemetery was located at 4994 Sheppard Lane but is now accessed by Catalpa Court.
- Plan review is complete and the majority of the house construction is built out.

South Point in Elkridge; #38-8:

- This was a 2010 Project off of Old Washington Road in Elkridge which is complete.
- The cemetery was discovered on 1850 deed and there are 2 burials in Open Space on non-buildable lot.

Gaither's Chance; #28-5:

- Final plan was in 2014 but is still under development.
- Has historic house called "Great Expectations" on a separate parcel.
- A neighbor reported the headstones were down. Cemetery area is newly fenced off that defines the perimeter clearly.
- DPZ encouraged the owner to restore the historic house, adjacent to the cemetery, by utilizing the 25% property tax credit instead of demolishing the house.

Gosnell on Sunell Property; #17-6:

- Sunell Property submitted Environmental Concept Plan in June 2015 but there has been no update since 2015.
- Cemetery noted to be located behind the farmhouse, which is to remain on lot 36.
- The note on the development plan states the cemetery is to remain on lot 46 in open space which is not close to the development of the houses.

Reimensneider on Redd Property:

- Family requested disinterment of 11 graves and the State's Attorney had no objection.
- Elm Street will disinter the remains to Zion cemetery.
- Howard County Code Sec 16.1306 Removal prior to development states, "If a property owner removes human remains from a *cemetery* prior to entering the development or subdivision process, then any subsequent development of the area formerly occupied by the *cemetery* shall be prohibited." Since this disinterment is happening after plan submittal, the area can be developed. In effect, since the family petitioned the state's attorney to move the graves and the State's Attorney had no objection to the request, neither the County, nor the Planning Board, nor the CPAB have a continuing role in this question. As we understand, the graves will be moved and per our subdivision regulations the former grave site can be developed.
- Lot 33 and Lot 34 will be developed and have a house on each lot where the Reimensneider family was once buried.
- Ms. Burgess said the Reimensneider cemetery will go to Council to add this history to the Historic Cemetery Site list and note the location of the remains.
- Redd & Sipes development is currently in the Preliminary Plan.
- Ms. Burgess submitted pdox comments that CPAB requested the disinterred cemetery area to remain as open space and not become developable lots.

- It was discussed who paid for the disinterment and Ms. Burgess stated that the County does not pay to disinter remains, rather it would be privately paid for either by either the developer or the family making the request.

Savage Community Cemetery:

- Ms. Burgess spoke to Ms. Rushing, a Board member of the Savage Community Cemetery (SCC) and received an update. Other members of the Board are in attendance and also updated the Board.
- Cemetery ownership is making progress with being in compliance with the State; SCC applied for the non-profit status and are awaiting approval.
- The SCC Board is seeking funding for repairs and maintenance of the cemetery.
- The SCC Board has concerns for a citizen doing repairs on monuments that are a danger to them, others, and the headstones. The Board agreed citizens should not be doing repairs on monuments without professional expertise.
- The SCC Board has created a Facebook page, they participated in Savage Day Festival, installed a new sign at the entrance, and they are meeting with the Savage Community Association.
- There was a cemetery clean up held June 6, 2017 and the next clean-up is schedule for October 2017.
- The SCC Board applied for the Trader Foundation Grant to reset fallen headstones.
- They sent notice of intent to Tegeler Monument Co. to reset headstones and to Maryland Land Surveyors to have the property corners marked.
- SDAT revived corporation and approved in good standing
- They conducted a field survey to document the lists of names on each headstone to determine the location of each burial.
- The SCC Board created Rules & Regulations. The Final draft should to be complete in July 2017

Updates: Prisoner cemetery clean-up teams

- Mr. Zinner is working with the Office of Cemetery oversight about prisoners doing work at cemeteries. Mr. Zinner said the Proposal was positively received and they are presenting the proposal to the Coalition this weekend.
- The Proposal would allow six prisoners with one guard to work in a cemetery for the cost of \$300 for 8 hours of work. The cemetery would need to provide their own equipment.
- Mr. Zinner will further discussion with the prison and organizations to develop a specific plan.
- Mr. Zinner thought this could be incorporated into the 2018 grant communications as an opportunity for the cemetery owner. Ms. Burgess agreed once the plan is confirmed, the information can be included in the CPAB outreach letter.
- The SCC Board volunteered SCC to be the pilot program since they have a tremendous need for landscape and clean-up.
- Mr. Zinner said a CPAB endorsement letter may be needed once the program is in process.

2017 Cemetery Grants Recap:

- Whipps: \$500 grant; the work is complete and the grant has been issued. Scope of work included stone work on the main entrance column and annual landscaping including 20 tons of mulch for pathways.
- Bowling Green: \$1,000 grant; the work is complete and the grant has been issued. Scope of work included a new wood fence that provided protection of the cemetery and 2 gates that allow mowers and trucks to access for maintenance.
- St. Paul: \$1,500 grant; the work is complete and the grant has been issued. Scope of work included removal of a fallen tree and the installation of a wood staircase for accessibility and erosion control.
- VFW: \$500; the work is complete and the grant has been issued.

Scope of work included a new wood fence, clean-up of the site, and a new entrance archway.

- Oak Grove: has not completed work but Ms. Holland, the applicant, has kept Ms. Burgess updated about delays and progress.
- Ms. Burgess shared the grant has been successful in that 4 out of 5 projects are complete and all the grant funds have been spent except for one \$1,500 grant.
- It is confirmed that DPZ has earmarked a \$5,000 budgeted for new FY2018 grant and the CPAB subcommittee is willing to participate in FY2018.

Hands on History Day:

- Ms. Larney and Mr. Zinner are unable to participate for Hands on History Day. Mr. Plitt and Mr. Dorsey can participate on Thursday, August 10th at the fairgrounds.
- CPAB discussed the update of cemetery brochure to include the FY2018 grant and for the slideshow to include recent before and after cemetery clean up photos. DPZ staff will make those updates.

Outreach:

- Mr. Zinner shared that the Howard County's Cycle to health will host a bike ride around August 24. There will be 15-30 riders are expected to join. Mr. Dorsey worked with Mr. Zinner in picking five cemeteries on a planned bike route and prepared information on each cemetery for the riders to learn the interesting history. Mr. Dorsey chose a variety of sites to illustration well maintained sites and those in need of work.

Others:

- Mr. Dorsey moved to approve the March and May minutes. Mr. Plitt seconded. The motion was unanimously approved.

Next Meeting:

Next meeting, Tuesday, September 12, 2017 at 10am in George Howard building



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September 2017 Minutes

Tuesday, September 12, 2017; 10:00 -11:30 a.m.

The bi-monthly meeting of the Cemetery Preservation Advisory Board was held in the Ilchester Room at 3430 Court House Drive, Ellicott City, MD 21043. All cases are public meetings unless otherwise indicated. All inquiries should be made to: 410-313-2350. Ms. Larney moved to approve the July minutes. Mr. Plitt seconded. The motion was unanimously approved.

Members Present: Liz Larney, Chair; Fred Dorsey; Edward Glawe; Chip Plitt; Mike Bennett

Absent: David Zinner, Liaison to the Maryland Advisory Council on Cemetery Oversight

Staff Present: Beth Burgess, Ken Short, Yvette Zhou

Public: Melinda Chaney Farnsworth, Secretary of Savage Cemetery Company

General Topics

Disinterment clarification:

- Ms. Burgess clarified the law process of disinterment after checking with the Director of Planning and Zoning and going back to the law after last July's CPAB meeting. The July minutes were correct in that a developer is not allowed to remove remains before going through the disinterment approval process. If an owner did that in advance of a plan submittal, they would not be allowed to develop that area. If the process of disinterment occurred after the plan and all parties followed the proper law procedures, then development could occur after the remains were removed.

Prisoner Workforce at Cemeteries:

- Mr. Zinner was absent but had reported that "there is steady progress on the prisoners working at cemeteries." He suggested the Board look at 30 Howard County cemeteries that need the most work and see if a checklist could be devised to note contact person and any equipment available on-site.
- Ms. Burgess said from the inventory done, about 1/3 of the inventory sites completed are in poor condition, which is close to 30 cemeteries. The Board would like recommendations about outreach initiatives to those grave sites in poor condition about grant opportunities.
- Mr. Zinner also would like to target these cemeteries with the Corrections Department program; an initiative Mr. Zinner is coordinating where inmates will clean up cemeteries.

- Ms. Burgess said there are graves sites on the list where the inventory information is missing such as name of owner, never been discover or not documented.
- Ms. Burgess said she can send a list of all the outstanding graves sites to Board Members and highlight which sites are county owned.

Outreach Updates

Dorsey Cemetery Bike Ride Update:

- Mr. Zinner reported, “The bike ride was great! Fifteen people participated. Folks were shocked at the condition of some of the cemeteries.” Mr. Zinner would like to repeat the ride next year, and maybe set up a few more sites with Mr. Dorsey’s help.

Hands on History Update:

- Mr. Plitt and Ms. Burgess manned the CPAB table. The morning had some activity of interest. The afternoon was quiet. Mr. Plitt said he spoke with five people who did not ask about the grant program. Ms. Burgess said the attendance was low compared to past years. However, Ms. Burgess enjoyed networking with other preservation organizations to learn about their programs. Mr. Dorsey said the reported attendance was one of the higher years. Mr. Dorsey said during the morning, more kids came compared to past years because there were programs targeted for kids.
- Mr. Dorsey said not having Mr. Zinner’s projector lacked visual presentation at the table and the projector should be incorporated into next year’s display. Ms. Larney said she is also able to provide a projector and screen as well.
- The Board agreed that despite the volume of attendees, it is very important for CPAB to continue their presence at the Hands-on-History day at the fair to promote the organization’s programs.
- Ms. Burgess said having the before and after photos of the cemeteries grant recipients allowed others to see the benefits of the grant.
- Mr. Dorsey suggested for next year’s Hands-on-History day, a miniature headstone with play money should be on display to help draw attendees to the table and learn about the grant.

Develop a Process for CPAB to Review Cemetery Plans within a Development

- Mr. Plitt said Mr. Lazdins, Director of Planning and Zoning should decide if he wants CPAB to be part of the plan review process whether informally or formally.
- Mr. Dorsey said the Board should take on a more proactive approach to the development process. For example, the Reimensneider case where Ms. Burgess put the Board’s comments about their firm position against disinterment into PDOX. Mr. Dorsey said the Board should have also issued a letter to Mr. Lazdins in supporting Ms. Burgess’s comments in PDOX.
- Ms. Burgess will take the Board’s feedback to further discuss possibilities with the DPZ Director. Ms. Burgess said there are existing procedures from other Boards like the Minor Alteration Process where the CPAB can mimic the application form. If approved, an adopted process could be formalized into the PDOX review process where a developer has to indicate specific details about the cemetery sites with their plan submittals. Other tools such as flowcharts could be implemented as part of the process.
- Ms. Larney said the process should support existing County/State laws.

- Mr. Dorsey recommended the Board review Bill #13-1993 in the Member's packet which established CPAB and its processes. The County Council deposed the CPAB's process with three amendments.
- Ms. Burgess said the CPAB followed the law and process by interacting with the Director of DPZ, the State's Attorney, Planning Board and citizens on the Reimensneider cemetery. But the family makes the final decision about disinterment.

Develop Standards of Cemetery Condition to be Deeded to the HOA

- Mr. Dorsey said he will work with Councilman Weinstein's staff to review HOAs to determine the necessary process in conveying cemeteries and historic structures to early or later HOAs. Identification of the site such as fencing should be required for the HOA. Mr. Dorsey will report back to the Board with his findings.
- Mr. Dorsey used the Clark's cemetery as an example where the Planning Board's stipulations conveyed from the original developer to a new developer. Ms. Larney agreed that the stipulations should convey no matter who assumes the development.
- Ms. Burgess said the issue should be discussed further with the DPZ Director because there is no DPZ inspector to review DPZ plans and requirements. There may be a future hire for a DPZ inspector to address specific DPZ requirements.
- Mr. Bennett suggested that if a HOA dissolves, the CPAB should establish a process for the County to assume responsibility of the cemeteries for maintenance.

Grant Revisions for 2018

- Ms. Burgess asked for Board input on the 2018 grant to market the grant earlier in the fall, especially to those sites in poor condition. Ms. Burgess said one recipient of the 2017 grant has outstanding work to be completed due to insufficient funds. The grant said work needed to be completed by July 2017.
- Mr. Plitt said the 2017 grant process worked well.
- Ms. Larney agreed but recommended a solid deadline for work completion in the 2018 grant. If the Howard County Genealogy chooses to do their own outreach, Ms. Larney would not be opposed. For fairness, the Board should consider all applicants not leaning towards those graves sites in poor condition.
- Ms. Larney said a "Save the Date" type of reminder can be sent out in the fall and provide extras to the Genealogical Society to their own outreach.
- Mr. Dorsey said providing samples of previous before and after photos to demonstrate opportunities the grant provides. Ms. Burgess will ask PIO (public information office) if a press release can be done.

Cemetery Updates:

- Mr. Van Kirk from Elm Street reported that, "The [Reimensneider] graves have been moved [from Redd property] to Zion Cemetery. Dr. Phillip Hill conducted the process on the property side."
- Mr. Bennett was in attendance during the disinterment (Aug. 25) and re-interment (Aug. 28). He said there were eleven vaults with remains.

- Mr. Bennett recommended the new cemetery site to have a bronze plaque rather than a granite monument to tell the Reimensneider family history. Bronze would be more cost effective and last longer than granite.
- Mr. Bennett said Zion was meticulous in the re-interment. The developer and Dr. Hill, the Archeologist, all did a very nice job throughout the entire process.
- Ms. Burgess is working on Council Resolution to add the Reimensneider cemetery into the inventory list. Mr. Dorsey recommended forwarding the cemetery records to the Genealogical Society for recordation.

Other Business:

- Ms. Farnsworth said the Savage Cemetery was awarded a \$1000.00 grant from the Trader Foundation to reset fallen or leaning headstones. The work has been contracted to Tegeler Monuments.
- Ms. Burgess asked about the grant timeframe. Ms. Farnsworth said she was unsure but half of the grant was received and the other half will be provided upon project completion.

Mr. Dorsey moved to adjourned. Ms. Larney seconded. The motion was unanimously approved and the meeting was adjourned at 11:35am.

Next meeting, Tuesday, November 14, 2017 at 10am in George Howard building



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November 2017 Minutes

Tuesday, November 14, 2017; 10:00 -11:30 a.m.

The bi-monthly meeting of the Cemetery Preservation Advisory Board will be held in the Ilchester Room at 3430 Court House Drive, Ellicott City, MD 21043. All cases are public meetings unless otherwise indicated. All inquiries should be made to: 410-313-2350.

Members Present: Liz Larney, Chair; David Zinner, Liaison to the Maryland Advisory Council on Cemetery Oversight; Chip Plitt (by phone)

Absent: Fred Dorsey; Edward Glawe; Mike Bennett

Staff Present: Beth Burgess, Ken Short, Yvette Zhou

Public: Melinda Chaney Farnsworth, Secretary of Savage Cemetery Company

General Topics

The September 2017 minutes approval were deferred to the next meeting for quorum.

- **Cemetery Inventory 3 category conditions**
Ms. Burgess said approximately 1/3 of the inventoried cemeteries are in good condition, 1/3 are in fair and 1/3 in poor condition. Ms. Burgess said the grant recipients from last year should be reevaluated for before and after conditions as the improvements might have changed their condition status. Mr. Zinner said once the Corrections Cemetery Support programs starts, he will contact Ms. Burgess for which cemeteries are in need of maintenance.
- **CPAB application submittal process.**
Ms. Burgess asked if anything needs to be changed for next year. The grant application will be available on the website starting December 2017 until the February 2018 submission deadline. Ms. Burgess said last year's outreach letters went to about 90 owners on the inventory list. Mr. Zinner said there are several religious nonprofit cemeteries that could be eligible. Ms. Burgess said more information would be needed to determine eligibility but anyone can apply. The grants were not available for active for profit sites.

Mr. Zinner recommended to define what a historic cemetery is on the application. Mr. Zinner asked if the Board would consider referencing the Corrections Cemetery Support program in the application cover letter. The Board agreed that all resources and opportunities should be included in the outreach letter. Ms. Larney recommended adding a work completion date in the application. Mr. Zinner said adding the cemetery number and their organization structure for example, a tax-exempt business into the application would help determine the eligibility. Ms. Burgess said the

owners must sign the application. She will also incorporate all the recommendations into the revised application and send it to the Board. Ms. Burgess will seek clarification from the Board about who should get the mailer for the 2018 grant. Finding owners and addresses for all sites is still a challenge.

- **Cemetery Updates**

- 6084 Old Washington Road HO-1021 potential cemetery

- Ms. Burgess explained a real estate agent who is selling the property in front of the parcel inquired if there was a cemetery on site. DPZ researched the original parcel where a demolished historic house noted as HO-1021 was subdivided. The documentation of the historic house cited a family cemetery. Mr. Glawe's email to the Board confirmed a cemetery through surveying work and provided a site plan. Ms. Burgess referenced the site plan showing the location of the cemetery and proximity to the adjacent properties. She asked the Board if there was more information on this site and asked to add the cemetery to the Howard County historic cemetery inventory. The Board agreed the cemetery should be added to the Council approved list.

- **Rosa Bonheur Update**

- Mr. Zinner said the negotiations with the developer are going well with the intent to drafted a MOU between Mr. Levy and Rosa Bonheur Society (RBS). The agreement is for the developer to acquire the cemetery and allow the RBS to manage it. The transaction should be completed within the next 18 months. Ms. Burgess asked if Mr. Zinner and RBS reviewed the Corridor Square Site Plans concerning matters that may impact the cemetery like access to the site, curb cuts, fencing and hedges, and widths of entrances. Mr. Zinner said there are ongoing discussions but nothing has been finalized.

- Mr. Zinner said the State's plan to widen Route 1 to three lanes on both sides could result in the possible disinterment of pet and human burials within Rosa Bonheur that are adjacent to Route 1.

- **Other Sites**

- Savage Cemetery: Ms. Farnsworth said the Savage Cemetery Veteran's Day flag pole dedication went well with a full turnout of the community. She said the flag pole was from the local firehouse that has changed locations so it was destined to be thrown away after being at the station since 1957. Savage Cemetery was happy to repurpose it and have it reside at the cemetery.

- Unknown Cemetery: Ms. Larney said there is a cemetery behind a group of townhomes, developed in the early 1990's, on Timberland Circle in Ellicott City off of Old Columbia Pike and west of New Cut Road. Ms. Larney reviewed deeds dating back to the 1800's but could not find anything but said headstones were found in the woods that are currently owned by Department of Recreation and Parks. Mr. Zinner said if a site visit is planned, an announcement could be made for others interested to attend. Mr. Short will look into records to identify this cemetery.

- **Corrections Cemetery Support**

- Mr. Zinner said the Office of Cemetery Oversight is developing a MOU with Department of Corrections to have prisoners do cemetery maintenance. The MOU would be three parts with the Coalition to Protect Maryland Burial Sites as the group who would oversee daily implementation. There are logistic details to be finalized such as equipment transportation between sites, contract

details such as height limits for tree removal, etc. The Office of Cemetery Oversight applied for a \$50,000 grant and if selected it would help with the project costs. The organizations are also working to develop an education and certification program for the prisoners to help build their skills and resume. Mr. Zinner said some of the programs would be before master gardening, cleaning monuments, and cemetery maintenance. Ms. Burgess said once the program is finalized, an outreach letter can be sent or posted online.

Ms. Larney said she has extra equipment for the prisoners to use and suggested reaching out to those who are downsizing to obtain tools and equipment.

Ms. Farnsworth said the Savage Cemetery is very interested in the program to clean up their cemetery and would like to be one of the pilot sites.

- **Other Business**

Mr. Zinner said he is working with Eileen McGuckian on potential legislation about cemetery preservation at the state level changing the way disinterments are handled in noncriminal matters. Rather than the State's Attorney's review, it would be handled by the State's Office of Cemetery Oversight. Other matters including requiring property owners to register discovered cemeteries on tax maps. Mr. Zinner will keep the Board posted about the progress.

Ms. Larney moved to adjourn. Mr. Plitt seconded. The motion was unanimously approved and the meeting was adjourned at 11:02am.

Next meeting, Tuesday, January 9, 2018 at 10am in George Howard building