

BARRE TOWN CEMETERY COMMISSION  
MINUTES FOR JUNE 25, 2014 MEETING  
AT 6:30 P.M. AT THE TOWN CLERK'S OFFICE

---

CALL TO ORDER

The meeting of the commission began at 6:30 p.m.

ROLL CALL

Commission members: Alan Garceau, Robert Pellon, Norman Coates, Merle Miller, and Dwight Harrington attended. Town Manager Carl Rogers and sexton Tim Brick attended as well.

APPROVAL OF MINUTES

Motion by Mr. Garceau, seconded by Mr. Pellon to accept the minutes of the commission meeting held 28 May 2014 as written. With no further discussion, the motion carried on a voice vote.

QUARTERLY BUDGET REPORT

Town Manager Rogers provided a budget update this meeting, the end of the fiscal year coming on 30 June. He projected the cemetery year would end with revenues about \$1,000 below budget. He also reported ongoing problems in reporting interest income, the amounts show in an incorrect account in the report, but on track for the fiscal year. Manager Rogers estimated year end totals for expenses and predicted expenses would be somewhat under budget and the cemetery would finish the year "in the black." A few minor changes would be made to the report as the year finished out.

RECEIVE GUESTS

Ms. Eleanor Gaudette attended and asked the commission for permission to place a marker on her lot that did not meet minimum size requirements as outlined in the cemetery regulations. She explained that the former sexton had not properly explained the size regulations nor the requirement of commission approval prior to installation of the marker, and did not know about the regulations being on the town webpage. The marker did not meet minimum width requirements for a two-grave lot, but had already been manufactured. Mr. Brick supported Ms. Gaudette. During the discussions, members referenced the rules and noted this particular issue had never come up in the past. It was also pointed out that the size requirements are not currently in force and are flagged as "recommended" in the regs. Mr. Miller offered a copy of the regulations to Ms. Gaudette for her review over the coming month with a final determination to be made in July. Ms. Gaudette stated she would rather settle the matter at this meeting. Mr. Miller offered a motion to allow the variance under provisions of Cemetery Rules, Section 17 allowing the commission to make such a variance. Mr. Coates provided the second on the motion. In a voice vote, three commissioners answered aye, two commissioners did not vote, no one answered aye to oppose the motion. The motion carried, Mr. Brick will assist in making arrangements for the delivery and setting of the monument.

Mr. Brick addressed the issue of informing potential buyers of the size requirements and other related rules at the time of lot purchase. Discussions included having the rules attached to the price list handed out to potential lot owners or perhaps the creation of a tri-fold pamphlet highlighting the key rules that could be handed out. All information would point to the cemetery rules on the town website, Mr. Brick would have paper copies available for non-computer users.

SEXTON REPORT

Mr. Brick reported the crew had been digging foundations for monuments and he would be coordinating with the sexton at St. Sylvester's to bring in a load of concrete in the near future. He also reported addition of some hydrangea bushes and asked if he could remove a partially dead tree in the area of the mausoleums. Mr. Miller volunteered to inspect the tree and make the recommendation on behalf of the commission. Burial has been performed on the Spear lot and corner markers installed on the lot holding Kroy York. The crew has also installed six markers and propped up two monuments. Mr. Brick will be getting price quotes to do some trimming on the large cedar hedges within the cemetery.

BARRE TOWN CEMETERY COMMISSION  
MINUTES FOR JUNE 25, 2014 MEETING  
AT 6:30 P.M. AT THE TOWN CLERK'S OFFICE

---

Some comments have been made by others concerning the maintenance of the cemeteries. Mr. Brick and Mr. Rogers explained an overall lack of workers to handle all of the grounds maintenance tasks in the town including the cemeteries, rec fields, parks, playgrounds, and other facilities. The additional labor has been coming from the cemetery crew thereby lessening their time maintaining the cemeteries. Mr. Rogers said one solution lies with the budget committee, they will need to address the need for additional workers. Overall, the cemeteries are being maintained to the best of the abilities of the limited crew.

APPROVAL OF DEEDS AND MONUMENTS

- A. Deeds: None this meeting.
- B. Niche reservation: Gloria Abare, Columbarium 4, Side B, Niche 7.
- C. Monuments:
  - Douglas Lawson, Lot 77e, Sect. G, monument not approved as the dimensions show on the shop drawing has a width as wide as the lot. Regulations only allow for a width not to exceed 2/3 of the lot width. [His deed, Book 3, Page 357 calls for a 4 foot wide lot.]
  - David Cummings, Lot G-125, approved.

OLD BUSINESS

- A. Mr. Harrington gave an update on the data collection for the schematic maps. He handed out samples of the schematics being developed, one version had the deed information and would be used for record keeping. The other version has names and lot information only, as well as the location of veterans in the sections. Mr. Harrington invited members to comment on the schematics at the next meeting.
- B. The Commission continued its review of the existing cemetery rules under the guidance of Mr. Miller. They reviewed sections 6 through 13 and made several wording changes within those sections. Portions of Section 8 and Section 11 will be reviewed by the town attorney, Mr. Monti. In an effort to promote more consistency throughout the regs, the term motor vehicles will be used and an attempt made to make everything gender neutral. The commission will review sections 14 through 18 for the July meeting.
- C. The Commission tabled their review of a historical data sheet until a later date.
- D. Mr. Garceau reported on conversations with Mr. Jeff Martel of GIV. Mr. Garceau made a motion to authorize Mr. Brick to replace up to 15 damaged monuments with the \$200 granite monuments proposed by Jeff Martel of GIV. Mr. Coates seconded the motion, Mr. Brick would identify the monuments to be replaced. With no further discussions, the motion carried on a voice vote.
- E. Ms. Thelma Carpenter provided Town Manager Rogers with signed letters from her two brothers, Mr. Clifton Crawford and Mr. Alton Crawford, allowing for the placement of the cremains of their other sister in the lot owned by their parents, Lot 59e in the North section. Even though the letters had not been notarized, the commission found them to be sufficient to allow for the placement of the cremains, as allowed under the cemetery regulations. Mr. Coates offered a motion to approve the request, Mr. Garceau seconded, and with no further discussions, the motion carried on a voice vote. Town manager Rogers will notify Ms. Carpenter, Mr. Brick will annotate the cemetery cards, and the letters will be stored in the deed book containing the Crawford deed, found in Cemetery Deed Book 2, Page 116.

BARRE TOWN CEMETERY COMMISSION  
MINUTES FOR JUNE 25, 2014 MEETING  
AT 6:30 P.M. AT THE TOWN CLERK'S OFFICE

---

NEW BUSINESS

A. Changes to the cemetery commission agenda will need to be made to conform to new rules concerning open meetings as passed by the Vermont legislature. The town manager outlined the changes as they effect the commission. The agenda will be posted at least 48 hours prior to the meeting in the town building, on the town website, at the Trow Hill Grocery, at Hannaford's, and at the Graniteville Store. Minutes must be made available on the town website within five working days of the meeting. The commission will have to follow the agenda as posted without variations. Changes and additions are allowed provided they occur at the start of the meeting, immediately after the call to order. At that time, the town manager and/or sexton will have to announce the names of lot or niche purchasers and the monuments to be reviewed by the commission during the meeting at that time. Should an item be added that requires some action by the commission, the commission will be allowed to discuss the issue but not act on it until it has become a part of a duly posted agenda. Mr. Harrington will make the necessary changes to the agenda beginning with the July meeting.

B. As the fiscal year ends on Monday, 30 June, the commissioners held their annual election of commission chair and commission co-chair. Mr. Garceau made a motion to keep the current chair and co-chair, Mr. Pellon seconded. The current chair is Mr. Harrington, the co-chair is Mr. Garceau. During discussions, Mr. Harrington stated he would perform the duties as chair for the upcoming year but would step down at the next election. With no further discussions, the motion carried on a voice vote.

NEXT MEETING

Next meeting set for: 23 July 2014 at 6:30 p.m.  
Place: Town Offices in Websterville

MOTION TO ADJOURN

Motion by Mr. Miller to adjourn, seconded by Mr. Coates. With no further discussion, the motion carried and the meeting adjourned at 9:12 p.m.

Respectfully submitted, Dwight D. Harrington, Chairman