

BARRE TOWN CEMETERY COMMISSION
MINUTES FOR SEPTEMBER 24, 2014 MEETING
AT 6:30 P.M. AT THE TOWN CLERK'S OFFICE

CALL TO ORDER

The meeting of the commission began at 6:32 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.

AGENDA CHANGES - ADDITIONS

None this meeting.

APPROVAL OF MINUTES

Motion by Mr. Coates, seconded by Mr. Miller to accept the minutes of the commission meeting held 27 August 2014 as written. With no further discussion, the motion carried on a voice vote.

QUARTERLY BUDGET REPORT

Town Manger Rogers provided the commission members with a printout of financial information to date for the current fiscal year. He discussed the various categories on the revenue side of the ledger and reported most to be operating on target. As the first quarter did not end until the end of the current month, some fund transfers had not been recorded. As for expenses, Mr. Rogers reported the accounts to be in good standing in reference to the percentages of monies used versus monies budgeted for the entire year. The only category to appear high was "other supplies," including plywood and concrete, but the cemetery crew had done many foundations already this fiscal year. Overall, the budget figures are on target for the year.

RECEIVE GUESTS

None this meeting.

SEXTON REPORT

Sexton Brick reported his crew had been performing general maintenance tasks including the trimming of shrubs and hedges. With a temporary lull in services, the crew has had more time for the tasks. The crew also set the Gaudette corners, the Lawson bench, and a grass marker. The culvert at the northwest corner of the cemetery has been repaired and the heaved pavement smoothed out. At the Maplewood Cemetery, Mr. Brick has been working with George Mitchell, a neighbor, on a drainage issue. The culvert that leaves the cemetery and empties into the roadside swale on Farwell Street has been emptying onto Mr. Mitchell's property. The culvert end as been cleaned out and the town highway department has constructed a swale to re-direct the water. The area has been reseeded and mulched and is in good condition. Further monitoring of the site will continue. In addition to the two lots and a niche sold at Wilson, Mr. Brick reported on negotiation for the sale of two lots at the Maplewood Cemetery.

APPROVAL OF DEEDS AND MONUMENTS

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| A. | Deeds: | Evared and Deborah Shedd, Lot 171, Section New B, 10x8.
Donald and Eleanor Denko, Lot 170, Section New B, 10x8. |
| B. | Niche reservation: | Michael Beaudet, Columbarium 4, Side B, Niche 10 |
| C. | Monuments: | Shedd private columbarium. The names included Deborah Louise, Evared Martin, Grace Sanborn, and Eleanor Lynch, Lot 171, New B. |

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OLD BUSINESS

- A. Mr. Harrington gave an update on the status of the schematic maps and indicated progress in finalizing the maps. He also discussed his recent update of the veterans' information and additions to the list. Lastly, Mr. Harrington distributed a draft copy of the historic map for Wilson Cemetery that showed the position of the parcels at Wilson as depicted on the map donated to the commission by Andre Rouleau.
- B. The Commission continued its review of the existing cemetery rules under the guidance of Mr. Miller. He distributed the final marked up version of the rules to the commission, sexton, and town manager and asked they all review his changes, all typed in red. Town Manager Rogers would discuss some issues with the town attorney, he asked Mr. Miller for an electronic version of the rules that would be forwarded to the town attorney for his review. All involved would bring final review changes to the October meeting for one last discussion if needed. Members were asked to make their final changes within the copies they received, mark their names on the front cover, and return their copy to Mr. Miller at the October meeting.
- C. Members discussed the trifold information pamphlet and what it should contain in the further development of the document. The pamphlet will stress the need for commission review where called for in the regulations. The contact information shown will be revised to more adequately show who should be contacted during cemetery season and also the off season. A short history section will be added, services offered listed, and the photos captioned. The bulk of the pamphlet will be designed to help potential purchasers step through the various phases of buying lots in the town cemeteries and guide them through the steps that involve gaining cemetery commission approvals. Town Manager Rogers suggested adding QR codes to assist potential buyers by connecting their smart phones to the cemetery webpage for a review of the rules, regulations, and pricing.
- D. The Shedd family, led by Mr. Martin, re-submitted the shop drawing for their private columbarium. Sexton Brick reviewed the document for conformance to the regulations, the commission approved the updated design.

NEW BUSINESS

- A. None this meeting.

NEXT MEETING

Next meeting set for: 22 October 2014 at 6:30 p.m.
Place: Town Offices in Websterville

MOTION TO ADJOURN

Motion by Mr. Garceau to adjourn, seconded by Mr. Coates. With no further discussion, the motion carried and the meeting adjourned at 7:31 p.m.

Respectfully submitted, Dwight D. Harrington, Chairman