

BARRE TOWN CEMETERY COMMISSION
MINUTES FOR JULY 22, 2015 MEETING
6:30 P.M., BARRE TOWN MUNICIPAL OFFICE

CALL TO ORDER

Call to order at the town offices at 6:30 p.m.

ROLL CALL

Commission members: Merle Miller, Alan Garceau, Norman Coates, Robert Benoit, and Dwight Harrington attended. Town Manager Carl Rogers and sexton Dwight Coffrin attended as well. NOTE: Mr. Robert Benoit has been appointed to fill out the term of recently resigned commission member, Mr. Robert Pellon.

AGENDA CHANGES - ADDITIONS

Read in the names MacAskill and Stone for deeds to be signed.

APPROVAL OF MINUTES

Motion by Mr. Coates, seconded by Mr. Miller to accept the minutes of the commission meeting held 24 June 2015 as written. Mr. Garceau noted Mr. Dessureau's name was misspelled in the minutes. With no further discussion, the motion carried on a voice vote.

QUARTERLY BUDGET REPORT

Town Manager Rogers furnished the commission members with copies of the revenues and expenses for fiscal year 2015, concluded on 30 June 2015. Overall revenues came in about 6.5% under projections. Mr. Rogers indicated the interest earned shown on the summary needed adjustment, the value shown did not include all sources. Expenses fell generally in line with the budget, the cost of advertising being high, probably due to advertising for the hire of a new sexton and a cemetery worker. When all revenues and expenses are considered, the cemetery fund finished the year with about \$2,000 under budget. The figures will be final checked prior to acceptance by the commission.

RECEIVE GUESTS

Ronald and Gloria Abare; Dennis Beaudin, Henri Dessureau.

The guests came to the commission meeting to discuss the issue of niche covers and the existing cemetery commission rules governing them. The commission had recently denied the Abare cover design based on several items not meeting the existing rules. A general discussion about the rules and the fact that none of the existing covers meet the rules took place between guests and commission members. Mr. Beaudin and Mr. Dessureau brought forth their experience in designing and sandblasting the covers from a practical point of view. Commissioners explained the rules as written. Mr. and Mrs. Abare said their design had been prepared and submitted based on the designs already in place at the columbaria units. They had not been briefed on the existing niche cover rules. The commission noted that the covers had been prepared without the benefit of the required submission of a shop drawing to the commission for approval. The commission chair assured the guests the rules would be discussed among the members and changes might be made if commissioners wished to change them. The group also discussed possible impacts to sales that might be driven by the rules as written, and the cleaning of the units and upkeep of the landscaping around the columbaria.

SEXTON REPORT

Mr. Coffrin reported there had been five interments of cremains during the month of July. The Kriesz monument has been moved under the supervision of Mr. Dennis Beaudin who performed his services without charge to the town. The commission would like to thank Mr. Beaudin for his continued support of cemetery operations. The flag pole at Wilson Cemetery has been taken down and will be moved to the garage area for sandblasting and painting. Pole supports will be sandblasted and painted in place with special care to protect monuments and other cemetery features during the process. Mowing and trimming has been an on-going process due to the recent and frequent rainstorms. Sexton Coffrin reported he had received favorable comments on the appearance of the cemeteries this season. Two

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broken monuments have been removed, a few others straightened up. The crew will be doing this types of work as time permits. Mr. Coffrin outlined his plan to let certain shrubs run wild this year and then the crew will cut them back drastically before the end of the season. This will allow the shrubs to regenerate over the winter and come back in a more manageable condition next season. He also referenced a grub problem at Maplewood, leading to damage to the grounds caused by crows digging the grubs out. Mr. Coffrin has been contacting various historic agencies concerning possible grants for the fence at Maplewood but has not yet received replies.

APPROVAL OF DEEDS AND MONUMENTS

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| A. | Deeds: | Stephen MacAskill, Wilson, New A, Lot 140, 10x8
Suzanne Stone, Wilson New A, Lot 155, 10x12 |
| B. | Niche reservation: | None this meeting |
| C. | Monuments: | None this meeting |
| D. | Niche covers: | William S. Thayer; Betty L. Thayer; Ronald R. and Gloria A. Abare; Basil M. and Carol P. Day; Edward Bogni |

OLD BUSINESS

- A. Mr. Harrington briefed the commission on progress in preparing the cemetery records in the computer. He had been working on the Maplewood Cemetery and current lot holders as the commission is looking at final design options and finding grants to upgrade the fence. He stated progress was being made.
- B. As for the price increases in lots and services, the select board has approved the changes adopted by the commission at the June meeting. The new pricing is in effect and has been posted to the website.
- C. Mr. Harrington passed out a preliminary sketch layout for the final build out of Maplewood Cemetery. He also pointed out the addition of the existing trees and the drainage ditch to the schematic. Adjustments would be made to the lot layout shown and other small changes to the overall schematic made. Work will continue.
- D. Mr. Coffrin has not been able to meet with the town attorney on the final wording of the cemetery sexton work form. The final draft version of the form will not be presented to the commission until after the meeting with the attorney.
- E. Mr. Garceau has reviewed the list of broken gravestones that might be replaced. He agreed with the three selected at Maplewood and seven at Wilson. Mr. Garceau would like to discuss repairing another and would like to discuss repair issues and options on site with the sexton. Mr. Miller would like to further explore the possibility of setting the replacement stones in existing slotted granite foundations on site. Mr. Harrington will do final research on the grave occupants of those to be replaced and prepare a list of names and dates. Mr. Garceau stated the replacement stones could be set 18 inches into the ground without the need of a foundation.
- F. Mr. Miller has met with representatives of the Division of Historic Preservation in pursuit of a 50-50 grant to help offset the costs of repairing and repainting the fence at Maplewood. The grant is probably the type where the total cost would be fronted by the town and up to 50% reimbursed by the approved grant program. The cemetery would need to be eligible for

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inclusion on a list of historic sites to qualify for the grant. He submitted an application to the state agency based on the age of the cemetery and on some of the people buried there. He is awaiting a reply and noted the grant would have to be written and submitted before the 1st of October should the cemetery in fact be eligible for inclusion as a historic site. Mr. Miller told the commission the fence itself has historic value as pointed out by the representative from historic preservation.

NEW BUSINESS

- A. The town manager received a request to inter the cremains of Mr. Clifton Crawford in the lot owned by his deceased parents, Wendell and Gertrude Crawford. Three letters from the other children of Wendell and Gertrude accompanied the request. The heirs, Alton Crawford, Shirley Crawford Jarmulowicz, and Thelma E. Crawford Carpenter, each indicated they would allow for the burial of the cremains. Clifton had asked that his ashes be placed in the same grave lot as his father; the sexton would identify the proper place and update the data card. Mr. Coffrin verified the space in the lot was available. Mr. Coates made a motion to allow for the burial of Clifton's cremains in his father's lot, Mr. Miller seconded. With no further discussion, the motion carried on a voice vote. [Wilson, Lot North – 59e]
- B. Basil and Carol Day have requested a swap in columbarium niche location. They had purchased niche 4 – B – 19, they would like to switch to 4 – B – 11. Mr. and Mrs. Day have paid the fees to cover the paperwork involved and are awaiting the change to be made. Mr. Coates made a motion to allow the change in niche location, the motion seconded by Mr. Harrington. With no further discussion, the motion carried on a voice vote.
- C. The commission discussed the possible rule changes to niche cover design. Mr. Benoit described the durability of the Barre granite used in the columbaria structures. The commission discussed the issue of symbols and how to ensure they would be tasteful and non-offensive and how to state the concept in words in the rules, perhaps the town attorney could give guidance in this issue. The group decided the current covers offered customization for the families through the symbols used and overall, nothing offensive had been used. They also agreed on a maximum letter height of 1 – 3/4" based on the tallest letters on the existing covers. They agreed that black lithochrome could be used to highlight lettering and symbols. All niche cover designs would have to be approved by the commission. Mr. Garceau asked that veterans be allowed to add a bronze medallion to the niche cover if desired by the veteran. The medallions have been approved by the Veterans Administration for niche covers, the rules would call for a maximum height of 3 inches. Mr. Miller wanted to ensure the medallion would not leach stain onto the covers below or cause uneven weathering of the covers.

Rather than hold up production of niche covers while awaiting final wording of the rules, Mr. Harrington made a motion to suspend the current rules as written in sections 18.05 and 18.07 and review and approve niche cover shop drawings based on the discussions of the commission to change the rules to match the existing covers. Mr. Garceau seconded the motion and with no further discussion, the motion carried. Based on the motion, the commission approved the five niche covers listed above.

Town Manager Rogers will look into the re-writing of the two sections of the rules governing appearance of the niche covers.

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AROUND THE TABLE DISCUSSIONS

The commission thanked Town Manager Rogers and Tina Thurston for the letter written to thank Robie Pellon for his years of service to the town of Barre and to the cemetery commission. Commissioners signed a final version to be mailed to Mr. Pellon.

The commissioners welcomed Mr. Benoit to the commission.

NEXT MEETING

Next meeting set for: 26 August 2015 at 6:30 p.m.

Place: Room 3, Barre Town Municipal Office, Websterville.

MOTION TO ADJOURN

Motion by Mr. Coates to adjourn, seconded by Mr. Harrington to adjourn. With no further discussion, the motion carried and the meeting adjourned at 9:02 p.m.

Respectfully submitted for Alan Garceau, Chairman
by Dwight D. Harrington, recorder