

BARRE TOWN CEMETERY COMMISSION  
MINUTES FOR APRIL 26, 2017 MEETING  
6:30 P.M., BARRE TOWN MUNICIPAL OFFICE

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CALL TO ORDER

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

ROLL CALL

Commission members: Alan Garceau, Norman Coates, and Dwight Harrington attended. Carl Rogers, town manager, and sexton Dwight Coffrin also attended.

AGENDA CHANGES - ADDITIONS

Details: none this meeting

APPROVAL OF MINUTES

Mr. Garceau made a motion, seconded by Mr. Coates, to approve the minutes of the October 26, 2016 meeting as printed. With no further discussion, the motion carried on a voice vote.

QUARTERLY BUDGET REPORT

Mr. Rogers presented the budget report as of April 26, 2017. Most items are on track for the budget year, one revenue source, weekend cremation burials, seemed very low, Mr. Rogers suggested it may be due to an accounting coding issue. Overall, revenues met the budget. He also noted that cemetery funds had to be reinvested as previous investments had matured. New investments would not carry the same favorable interest rates and the cemetery fund would receive a lower level of return. Also in expenses, there are still accounting issues with payroll reporting making the entries in the budget report incorrect.

In the category of Other Supplies, the account is over budget due to the purchase of cemetery lot corner pins, and seed, fertilizer, and insect control products. Mr. Rogers enrolled the cemetery commission in two associations, The Vermont Cemetery Association and The Vermont Old Cemetery Association. Most insurances have been paid for the budget year. Other expenses included the cost of cremation required during a cemetery lot reconfiguration, and a tree fell from cemetery property onto the adjoining land causing some damage near the Quarry Hill Store. Mr. Rogers told the commission the Maplewood fence project would have to start soon in order to apply moneys set aside for the work to be used by the end of the budget year. He noted the upcoming budget, subject to the town meeting vote in May, would include the remaining funds for the Maplewood fence, funds to repair damage to the driveway in Wilson Cemetery, and money for more lot corner pins.

RECEIVE GUESTS

None this meeting.

SEXTON REPORT

The cemetery crew returned to work on April 17. They have opened the driveways, turned on the water, and are doing maintenance work on cemetery power equipment in anticipation of typical cemetery work. Mr. Coffrin purchased a new 6 x 8 flag for Wilson Cemetery. He stated he had five foundation orders to fill and had 13 burials or cremains interments between April 29 and Jun 10.

Mr. Coffrin received a request to pre-pay interment fees in advance. The commission discussed the request and decided against the idea. Mr. Harrington made a motion to deny cemetery lot holders and

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others the right to pre-pay interment fees through the town. Mr. Coates seconded the motion and with no further discussion, the motion carried on a voice vote. Mr. Coffrin would advise his client of the results of the vote and mention that similar prepayment arrangements via a trust fund, could be made with local funeral directors.

In Section G of Wilson, Mr. Coffrin discovered that Melvin Hedges, Lot 77d, did not have the four-foot wide lot he had purchased as the adjoining lot encroached into his lot as laid out in the cemetery. Lot 77e, owned by Douglas Lawson had been laid out as a five-foot lot and a five-foot bench erected on the site. Laying out all of the lots in the immediate area limited Mr. Hedges to a lot of only two-foot wide. Mr. Coffrin proposed offering Mr. Hedges a four-foot lot taken from Lot 116a, immediately west of Hedge's current lot. The remainder of 116a would become an oversized two grave lot. Before the May cemetery commission meeting, Mr. Coffrin would research the deeds for Hedges and Lawson and search the archives for any documentation showing the cemetery commission had approved the installation of the five-foot bench on the Lawson lot.

#### APPROVAL OF DEEDS AND MONUMENTS

- A. Deeds:  
Ellen M. Adams and Michael J. Healy, Lot 197b, 10 x 3-1/2, Section G, Wilson  
James L. and Cathy L. Lake, Lot 146, 10 x 8, Section New A, Wilson  
Mrs. Paul Putney, Lot 26, 10 x 7, Section South2, Maplewood  
John A. and Mary J. Hodgdon, Lot 48.1, Section C, Wilson
- B. Niche reservation: none this meeting.
- C. Monuments:  
Not approved and returned:  
Steve Hedges, Lot 466b, New A, Wilson, did not meet minimum size for the lot size  
Edwin & Shirley Kreis, 132, North, Wilson, did not meet minimum size for the lot size  
  
Approved:  
Paul LaCroix, Lot 188, Section G, Wilson  
Beverly Healy, Lot 197b, Section G, Wilson  
Gary Pletzer, Lot 449, Section New B, Wilson
- D. Niche covers: none this meeting.

#### OLD BUSINESS

- A. Lot creation in Section C: An issue from the October 2016 minutes, Mr. Harrington handed out a lot schematic for Section C showing the two lots created, Lots 48.1 and 48.2. The commission also discussed the bank of lots immediately to the south of the new lots, shown as "Unknown or Available Lot" on the schematic. The commission discussed the status of these lots with Mr. Coffrin to determine if they could be added to the list of lots available for sale. Mr. Coffrin said that due to the age of this section of the cemetery and the fact any burials here might have used wooden caskets, it would be best to leave the lots as is. The commission decided to change the designations of the lots to "Unknown" and remove the words "Available Lot" from the schematics.

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- B. Susanna Scott gravestone placement: Mr. Harrington ran a genealogical search on Susanna Sherman Scott and her parents. He prepared a schematic of the Sherman family lots as found in the Old Yard 3 section of Wilson Cemetery. In addition to her parents, some of Susanna's siblings, aunts and uncles, and cousins are found in this particular line of graves. Mr. Garceau made a motion to erect Susanna Scott's marker at the rear of the Asaph and Lucy Sherman lot, Lot 1.02, Section Old Yard 3 of Wilson Cemetery. Mr. Coates seconded the motion and with no further discussion, it passed on a voice vote.

Mr. Harrington also opened a discussion as to what kind of rededication service the commission might want to hold. They could either have a simple setting of the stone in the lot or they could have a public rededication ceremony in the cemetery. He presented a proposed press release that would bring the ceremony to the attention of the news media. The commission would have to plan and host a public ceremony on the chosen date, probably sometime in the fall of 2017. As the entire commission was not in attendance, Mr. Garceau made a motion to table the discussion until the May commission meeting, Mr. Coates seconded the motion. With no further discussion, the motion carried on a voice vote.

- C. Creation of single grave lots: Mr. Coffrin had reported to the commission he had been receiving many requests for single graves rather than the larger, family sized lots. He recommended creating more single grave lot amongst the existing cemetery sections shown on the layout schematics. He will review the schematics and make recommendations to the commission during the May cemetery commission meeting. The commission will then decide to make changes to the schematics or develop a procedure for Mr. Coffrin to follow should he have the opportunity to sell a single grave lot in any designated areas the commission might approve for dividing existing, larger lots.
- D. Final status on stone replacements: Mr. Coffrin reported all replacement stones had been set in the cemeteries, one would have to be moved.

### NEW BUSINESS

- A. Left over issues: this catch-all item was meant to ensure any cemetery issues left over from the winter shutdown would be addressed. All the issues have been covered in other portions of these minutes, no other issues came up for discussion under this item.
- B. Fee increase for lot and niche sales. Mr. Coffrin developed a two-part list of services provided by the cemetery and lot prices for the commission to review. While some service items increased by about \$50 each item, other costs and services remained at the same level. Mr. Coffrin noted the increases would be needed to better cover expenses in the operation of the cemeteries. The cost for a columbarium niche remained the same, but the prices of lots increased by \$50 in each category, both by size and by resident – non-resident status. The price increase would be the first since 2015 and would take effect on July 1, 2017 if approved. As the commission has control over the prices for services and materials in the cemetery, Mr. Garceau made a motion to approve the proposed rates for cemetery services as provided by Mr. Coffrin, to become effective on July 1, 2017. Mr. Coates seconded the motion and with no further discussion, the motion carried on a voice vote.

As the select board of Barre Town would have to approve the price increases in lot sales, Mr. Garceau made a motion to approve the new lot fees as presented by Mr. Coffrin to be effective July 1, 2017 pending approval of the select board. Mr. Coates seconded the motion and with no

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further discussions, the motion carried on a voice vote. Mr. Rogers would present the price list to the select board for their approval.

AROUND THE TABLE DISCUSSIONS

- A. Commission members briefly discussed the removal of the red maple tree in Maplewood Cemetery, the tree is in poor health.

NEXT MEETING

Next meeting set for: 24 May 2017 at 6:30 p.m.

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

MOTION TO ADJOURN

Mr. Coates made a motion, seconded by Mr. Garceau, to adjourn. The motion carried on a voice vote and the meeting adjourned at 8:23 p.m.

Respectfully submitted on behalf of Alan Garceau, Chairman  
by Dwight D. Harrington, recorder