

BARRE TOWN CEMETERY COMMISSION
MINUTES FOR JULY 26, 2017 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: Alan Garceau, Merle Miller, Robert Benoit, Norman Coates, and Dwight Harrington attended. Carl Rogers, town manager, and sexton Dwight Coffrin also attended.

AGENDA CHANGES - ADDITIONS

Details: deed for Percy Labor, Jr.

APPROVAL OF THE AGENDA

Mr. Harrington made a motion, seconded by Mr. Miller, to approve the agenda as presented. With no further discussion, the motion carried on a voice vote.

APPROVAL OF MINUTES

Mr. Miller made a motion, seconded by Mr. Coates, to approve the minutes of the June 28, 2017 meeting as written. With no further discussion, the motion carried on a voice vote.

QUARTERLY BUDGET REPORT

Town Manager Rogers presented the results of the budget year just concluded on 30 June 2017. He deemed the year to be okay and stated the final numbers showed \$500 less than the budgeted amount and \$1,300 over in services. He said \$1,800 less in interest transferred over as several investments had matured and the new investments carried a lower interest rate. Mr. Rogers also referenced expenses being over budget as the cemetery carried the cost of the Maplewood fence restoration. Overall, the deficit worked out to be about \$700 on a budgeted amount of \$75,000. Mr. Garceau inquired about the salary accounts, Mr. Rogers replied the problems recently encountered concerning Mr. Coffrin's pay had been worked out and the issue had been corrected. Mr. Rogers stated that the purchase order on the Maplewood fence project had been issued to Chris Peake, Mr. Peake would be doing the work as weather allowed. Any portion of the iron fence sand blasted would have to be primed the same day to prevent the re-formation of rust, this year's rainy weather would also affect Mr. Peake's work schedule. Mr. Garceau asked about the expense column being \$2,000 over, Mr. Rogers then discussed the purchase of the survey pins for lot layout and the fact the foundation account went over budget by \$1,700 due to the quantities of concrete needed to complete the jobs.

RECEIVE GUESTS

None this meeting.

SEXTON REPORT

Mr. Coffrin provided a handout listing cemetery business and events. He stated the final total of interments came out to 33 for the past fiscal year. He and his work crew had set the last two replacement stones at Maplewood and completed the mowing and trimming there as well as at West Hill as the daily rain has subsided. Three more trees have come down at the Maplewood Cemetery and will have to be removed. Mr. Coffrin brought the Susanna Scott slate to Spruce Mountain Granites for trimming, they would touch up the sides and leave the bottom edge in place as the slate will be set

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in concrete. Recent rains allowed the work crew the time to service all of the mowers with new blades as well as oil and grease. One mower has been experiencing problems as the mower will stop running at random times and not turn over when the operator tries to restart the mower with the key. Mr. Coffrin has had the mower delivered to Harvest Equipment for repair, they cannot duplicate the issue in their shop. Mr. Coffrin will continue to pursue a solution to the problem. Mr. Coffrin said the weather has put him behind in shrub and hedge trimming work and will begin again soon. The crew will also reattach the two tablets to the main monument in the Thompson lot and set the Everett slate.

APPROVAL OF DEEDS AND MONUMENTS

- A. Deeds:
Percy Labor, Jr., Maplewood, Section South 2, Lot 29, 10' x 5'.
- B. Niche reservation: None this meeting.
- C. Monuments: None this meeting.
- D. Niche covers: None this meeting.

OLD BUSINESS

- A. Susanna Scott gravestone placement: Mr. Harrington distributed a copy of his final program for the Susanna Scott event. The final version had some word changes, had the final date and time shown as agreed to by the commission at the June meeting, and had the final bio for the Reverend Dr. Earl Kooperkamp. The program is ready but may be subject to minor changes should the need arise.

The commission reviewed the outline for the historic talk to be presented at the Scott event. Mr. Harrington provided the outline to the commission for informational purposes.

Mr. Harrington distributed a copy of the event schedule along with a checklist of concerns to be addressed before the Scott rededication. Mr. Miller has volunteered to give the welcome address and to close the event with a farewell message. Mr. Harrington will search for a large piece of black cloth to cover the stone during the early portion of the event. Mr. Rogers will contact Jeremy Farnham to supply a canopy to cover the seating area on the day of the event. A meeting with Mr. Farnham, Mr. Coffrin, and Mr. Harrington will be scheduled at the site in Wilson Cemetery. The town has easy access to approximately 34 folding chairs for the seating area. Mr. Miller offered to borrow a podium with battery operated microphone from the state. Town Manager Rogers also suggested that either he or assistant manager Elaine Wang take photos of the event for the town which would be added to the town webpage.

Mr. Harrington informed the commission members he had submitted a one-column announcement of the Scott event to be included in the next Barre Town newsletter as discussed during the June commission meeting.

- B. Creation of single grave lots: Updated layouts for the creation of single grave lots in the North Section of Wilson Cemetery have been prepared and distributed to the commission members. Mr. Harrington based the layout on field measurements and discussions with Mr. Coffrin at the cemetery. He explained the issues with designing layouts on schematics rather than surveys

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and asked the commission to table the issue of approving the layout until the next meeting. A question came up concerning the waterline in the lot area, the waterline is probably a single run of black plastic that could easily be moved.

- C. Adoption of West Hill Cemetery schematic map: Mr. Harrington presented a draft copy of the final version of the West Hill schematic. He asked that the commission review their copy during the coming month. The commission would consider officially adopting of the schematic and placing the schematic among the drawings kept by the town engineer. Mr. Miller had several suggestions for adding additional pertinent information to the schematic. The schematics for Maplewood Cemetery would tentatively be presented at the August commission meeting.

NEW BUSINESS

- A. Cemetery Commission sponsorship of bulk trash day, 16 September 2017. The selectmen approved the commission's sponsorship of the bulk trash day. Several positions need to be staffed during the collection including unloaders and at the check-in point. Suggestions included the mounting of photos on a board to be displayed at the check-in station where donations are solicited allowing the public to see what the cemetery commission might use the donations for. Also, perhaps a one-page handout could be prepared for distribution at the entry point that would also highlight the cemetery commission special projects.

AROUND THE TABLE DISCUSSIONS

- A. Town Manager Rogers handed out paper copies of the latest fee schedule to the commission members.
- B. Mr. Harrington reported that the Daughters of the American Revolution had contacted him to set up an October ceremony at the Maplewood Cemetery to honor two Revolutionary War soldiers buried there, Benjamin Dix and Zebedee Beckley. Mr. Harrington would assist them and would also be contacting the Vermont National Guard to provide a firing party for the event. Final date to be determined.

NEXT MEETING

Next meeting set for: 23 August 2017 at 6:30 p.m.
Place: Room 3, Barre Town Municipal Office, Websterville.

MOTION TO ADJOURN

Mr. Miller made a motion to adjourn, seconded by Mr. Benoit. The motion carried on a voice vote and the meeting adjourned at 7:47 p.m.

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