

BARRE TOWN CEMETERY COMMISSION
MINUTES FOR OCTOBER 25, 2017 MEETING
6:30 P.M., BARRE TOWN MUNICIPAL OFFICE

CALL TO ORDER

Call to order at the town offices at 6:31 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: none offered.

APPROVAL OF THE AGENDA

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

APPROVAL OF MINUTES

Mr. Coates made a motion, seconded by Mr. Miller, to approve the minutes of the September 27, 2017 meeting as written. With no further discussion, the motion carried on a voice vote.

QUARTERLY BUDGET REPORT

Town Manager Rogers presented a budget report that covered the period 1 July to 25 October or about one third of the fiscal year. With 33% of the year gone by, 67% of the year remains. Mr. Rogers indicated the cemetery fund to be in good condition with 45% of the revenues already collected and only 55% remaining. Other budget transfers such as monies from the general fund of property taxes have not been made at this time but rather will be transferred at the time the budget for the next fiscal year is prepared. Mr. Rogers also stated the expense side of the budget to be in good condition as well. Some items such as unemployment and health insurances are paid quarterly and are up to date. Other expenses are generally on target for this point in the fiscal year.

RECEIVE GUESTS

None this meeting.

SEXTON REPORT

Mr. Coffrin reported progress being made at Maplewood in the sandblasting and painting of the fence. Nine sections have been completed but weather has forced suspension of the project for the season. The crew has mowed and trimmed the cemeteries for the last time this season. Work continues to wrap up the season and includes hedge trimming, the spread of grub control products, wrapping cedars, and the trimming of the apple trees at Wilson. Three lots have recently been sold at Wilson.

APPROVAL OF DEEDS AND MONUMENTS

- A. Deeds: Robbins, Mrs. Douglas, Wilson, North, Lot 218, 3.5 x 9
Couillard, Charles and Rhonda, Wilson, New B, Lot 138, 10 x 8
Parker, Lewis, Wilson, Section G, Lot 175s, 10 x 6

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- B. Niche reservation: None this meeting.
- C. Monuments: None this meeting
- D. Niche covers: None this meeting.

OLD BUSINESS

- A. Process for revisions to officially adopted cemetery schematics: Mr. Harrington had passed around copies of the proposed rules at the September meeting for review by commission members prior to this meeting. Mr. Garceau asked what kind of reminder for a required update of the schematics would be needed. Town Manager Rogers suggested a separate item in a town budget account that would also carry a note concerning the year for the update. The cemetery sexton would also add the requirement to the cemetery operations manual. Mr. Miller suggested adding a note to the coversheet of the schematic packages near the adoption date showing the year of the next required update. A general discussion indicated the first update will be done in the year 2023 as the cemetery schematics will not be formally adopted until the 2018 cemetery year. Mr. Garceau made a motion to adopt the rules for updating the schematics as presented and the Mr. Miller seconded the motion. Without further discussion, the motion carried on a voice vote.
- B. Table the adoption of the Maplewood Cemetery schematic maps: Mr. Harrington indicated as discussions on the 8 x 8 sized lots set aside for private columbaria structures and the need for new rules and regulations for the same, the schematics were not ready for adoption. He made a motion to table the adoption of the schematics until sometime next cemetery year, Mr. Garceau seconded the motion. With no further discussion, the motion carried on a voice vote.

NEW BUSINESS

- A. Suggestions for budget requests for the 2018 – 2019 fiscal year: Mr. Coffrin requested an aerator for use in the cemeteries, something that could be shared with the recreation department. He also requested funds to plant a row of shrubs at Wilson Cemetery in section New B. The cemetery layout plans call for these shrubs and as the adjacent section New A is filling up, operations will need to be further expanded into New B. Mr. Coffrin also addressed the need for new shrubs at the entrance to Wilson Cemetery. He will also need to replace a sugar maple tree at the southeast fence corner at Maplewood Cemetery. The commission agreed to budget for five additional replacement stones for gravestones no longer serviceable and in danger of crumbling away. Mr. Garceau and Mr. Coffrin will reaffirm the cost for each replacement stone.
- B. Adoption of the Wilson Cemetery schematic maps: Mr. Harrington distributed sets of the Wilson Cemetery schematics to the commission members and asked them to do a general review during the winter months and provide any suggestions for improvements to the schematics at the next meeting. The commission would discuss adopting the schematics in early 2018.

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- C. Letter to allow the DAR to mark Dix and Beckley graves at Maplewood: Mr. Harrington has been working with the local DAR chapter concerning the marking of the graves of Revolutionary War soldiers Benjamin Dix and Zebedee Beckley at Maplewood Cemetery. The DAR made a request for a letter from the commission to allow them to place markers at the graves. Commission chair Alan Garceau signed the letter granting permission after a discussion of the process and the histories of Dix and Beckley. Mr. Harrington will send the completed letter to the local DAR chapter.
- D. Special rules for 8 ft x 8 ft lots at Maplewood: the commission held a general discussion about the need for special rules in the lots being created for private columbaria structures. The rules would describe the maximum number of cremains allowed in the private columbarium on the lot and whether to allow additional cremains in the ground within the lot. Markers for the additional cremains would be limited to grass markers. Special requirements may be needed for sizing the columbaria structures as they may not resemble the traditional headstones which do have size requirements already in place in the cemetery rules and regulations. Mr. Coffrin stated that Vermont cemetery regulations require the sexton to place cremains inside the columbarium structures even though they would be privately owned. Mr. Harrington and Mr. Coffrin will work together over the winter season to draft the rules for consideration of the full commission in the spring of 2018.

AROUND THE TABLE DISCUSSIONS

- A. Mr. Garceau made inquiries as to why the flags in the cemetery had recently been at half-staff. The general consensus settled on the recent shootings in Las Vegas, but no one knew for sure. He reiterated that only the US president or the Vermont governor could order flags in the cemetery to be flown at half-staff and the order to lower the flags would come through the town manager's office and/or from the cemetery sexton.
- B. The members of the commission complimented and thanked Mr. Coffrin and the cemetery crew members on their outstanding work at the cemeteries this year. All the comments heard by the commission members from the public indicated the crew had done excellent work this year.

NEXT MEETING

Next meeting set for: 25 April 2018 at 6:30 p.m.
Place: Room 3, Barre Town Municipal Office, Websterville.

MOTION TO ADJOURN

Mr. Coates made a motion to adjourn, seconded by Mr. Harrington. The motion carried on a voice vote and the meeting adjourned at 7:43 p.m.

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