

BARRE TOWN CEMETERY COMMISSION
MINUTES FOR SEPTEMBER 26, 2018 MEETING
6:30 P.M., BARRE TOWN MUNICIPAL OFFICE

CALL TO ORDER

Call to order at the town offices at 6:30 p.m. Mr. Garceau officially welcomed the commission's newest member, Ms. Angela Labrador.

ROLL CALL

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

AGENDA CHANGES - ADDITIONS

Details: Mr. Rogers added an item concerning a request he had received from Cochran's, Inc., a local monument manufacturer and dealer.

APPROVAL OF THE AGENDA

Mr. Coates made a motion, seconded by Mr. Garceau, to approve the agenda as presented and include the additional item. With no further discussion, the motion carried on a voice vote.

APPROVAL OF MINUTES

Mr. Garceau made a motion, seconded by Mr. Coates, to approve the minutes of the August 22, 2018 meeting as written. With no further discussion, the motion carried on a voice vote, Ms. Labrador abstained as she had not attended the August meeting.

QUARTERLY BUDGET REPORT

None this month.

RECEIVE GUESTS

None this meeting.

SEXTON REPORT

Mr. Coffrin reported the crew had been mowing and trimming as the dry conditions would allow, they had applied the rest of the grub and insect control at Wilson. There are two sections left to do, material cost will need to be in the next budget. The hedge and shrub trimming are also complete. The Parker and Perojo families will need to be contacted via regular mail concerning the shrubs on their lots and the need to trim or remove the same. Three more sections of fence have been completed at Maplewood, the goal is to finish the last six sections north of the gate and continue along Farwell Street as time and weather permit. Mr. Randy Pickell has offered to assist in putting up the solar light on top of the flagpole at Wilson, the town does not have a ladder tall enough to place the light. Mr. Coffrin said he has not been able to find the proper privet shrubs for the Wilson Cemetery.

Mr. Coffrin discussed the manufacture of the replacement gravestones with Mr. Paul Bagalio of Spruce Mountain Granite. They offered a price of \$325 per stone, higher than the price from GIV. Mr. Coffrin informed Mr. Garceau and he would contact GIV for further information.

There is a spruce tree growing in the new section that will have to be removed. It has a large root area around it and the tap root is of large diameter and reaches deep into the ground. Currently, the tree is not damaging any nearby monuments. Options include cutting it down or donating it to the local school around the Christmas season.

APPROVAL OF DEEDS AND MONUMENTS

- A. Deeds: Alan G. Clark, Wilson Cemetery, New-B, Lot 156, 10 ft. x 8 ft.
- B. Niche reservation: none this meeting.
- C. Monuments: Alan G. Clark, Wilson Cemetery, New-B, Lot 156.
- D. Niche covers: none this meeting.

OLD BUSINESS

- A. Cemetery Rules and Regulations, Maplewood schematics. The cemetery rules have been updated to include the recently adopted section concerning the privately-owned columbaria. Mr. Rogers will ask Elaine Wang to make copies for the commission members. Mr. Harrington reported he had sent the electronic versions of the cemetery schematic drawings along with a printable pdf to Harry Hinrichsen, town engineer for Barre Town. He said the final step would be

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having electronic copies of the adopted schematics put on the town website to replace the current, and out of date, schematics currently available. Mr. Coffrin thanked the board for their work to produce the schematics.

- B. 2018 gravestone replacements, five budgeted. Some of the information is covered in the sexton's report above. Mr. Garceau has contacted Mr. Jeff Martel at GIV. They will produce shop drawings that Mr. Garceau will pick up and review. Once it has been determined the shop drawings match the cemetery commission's version of the replacement stones, Mr. Garceau will authorize the work. Due to the lateness in the year, Mr. Garceau suggested the manufacture of the replacement stones be "winter work," and the finished stones could be stored at the town garage.
- C. Cemetery Plantings. Discussed in the sexton's report.
- D. Status of the conflict of interest discussions for Barre Town. The committee has completed its work and forwarded a conflict of interest and ethical conduct policy to the Barre Town selectman for their review. Mr. Rogers reported they had adopted the policy as written and without changes, he distributed copies of the final policy guidance to the cemetery commission members. He pointed out that Article 4 had definitions, Article 5 listed prohibited conduct, and other sections showed procedures on how to avoid conflicts of interest. For example, the person might leave the room during discussions, sit but remain silent during the discussions, or participate as a member of the public should the situation causing the conflict directly involve that person. Per state directive, the policy had to be in place by July 2019.
- E. Fireproof file cabinet for the cemetery office. Pending. Mr. Garceau would make a few phone contacts to find a cabinet through the state of Vermont surplus program.
- F. Bulk trash day, September 15, 2018. Mr. Garceau thanked the commission members for their efforts and support at the event. Mr. Rogers said the event raised \$582 in donations for the commission. The final count showed 218 individual trips into the site, the most since records have been kept. Because of the neatly packed materials, crews could unload vehicles quickly and keep the lines moving. Mr. Rogers complimented the commission as all five members participated in the event. He will provide a pizza lunch to the residents of Phoenix House at one of there meetings, they provided eight workers for the event.

NEW BUSINESS

- A. Cochran's Inc. Cochran's is a local monument manufacturer that have asked the Barre Town cemetery commission to partner with them and hand out their brochures via the cemetery sexton while selling lots. Commission members did not approve the idea as no other granite manufacturers are represented by the commission in this manner. Mr. Coffrin provides the names of six firms to those clients searching for manufacturers and does not name a favorite. Mr. Benoit made a motion to not promote any one company, Mr. Garceau provided a second. With no further discussion, the motion carried on a voice vote.

AROUND THE TABLE DISCUSSIONS

Mr. Rogers circulated the latest copy of the Vermont Old Cemetery Association newsletter and their request for donations.

Mr. Garceau asked the members to bring in their thoughts and ideas for next year's cemetery budget to the next meeting. The October cemetery commission meeting will probably be the last for this year, the cemeteries officially close on November 1st.

NEXT MEETING

Next meeting set for: October 24, 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. Garceau. The motion carried on a voice vote and the meeting adjourned at 7:10 p.m.

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