

CEMETERY COMMISSION

Meeting Minutes of June 23, 2010

CALL TO ORDER

The Cemetery Commission met on June 23, 2010 at the Barre Town Municipal Building for its June monthly meeting. Dan Kelty called the meeting to order at 6:35 pm.

ROLE CALL

Present were: Joe Coates, Rob Pellon, Dan Kelty, Town Manager Carl Rogers, Cemetery Sexton Don Gainey, and Management Intern Kelly Murphy.

APPROVAL OF MINUTES

On a motion by Coates, seconded by Pellon, the minutes of May 26, 2010 were approved.

BUDGET REVIEW

Carl handed out a copy of the year-to-date Cemetery Budget and reviewed it for the members. Essentially, by matching Revenue budgeted for this year against Budgeted Expenditures for this year, the Cemetery Department should end the year with a surplus of about \$1,700.

This is the net of the Revenue (mostly lot /niche sales) falling short of Budget by \$5,200, interest earnings exceeding budget by \$1,100, and Expenditures below budget of \$5,800 (\$3,200 in salaries, a transfer in of \$2,080 from prior year that was not spent in current year, and miscellaneous of \$520). Carl noted that current year Capital Expenditures Budget line item exceeded Budget by \$6,700 because expenditure that was approved and budgeted in Fiscal Year 2009 which was actually paid in Fiscal Year 2010.

Current Year Expenditures matched against Current Year Appropriation:

Revenue	\$ (5,200)
Greater Interest Revenue	1,100
Expenditures under budget	<u>5,800</u>
Projected Surplus-Current Year Activity	<u>\$ 1,700</u>

Actual Income Statement Activity:

Projected Surplus-Current Year Activity	\$ 1,700
Capital Expenditure from Town Year 09 Budget	<u>(6,700)</u>
Projected Deficit for Town Year 2010	<u>\$ (5,000)</u>

SEXTON REPORT

Sexton Don Gainey had a request from H. Duff to buy 8 lots in Maplewood Cemetery. After some discussion, the Commission members present decided to wait until the next meeting to hear from Alan Garceau (absent) about the request and to give Board members time to go to Maplewood and view the area for the proposal. On a question from Carl, Don said he has a lot plan for Maplewood, but it has not been approved by the Commission. Carl suggested he bring it to the next meeting for the Commission to review and adopt.

CEMETERY COMMISSION MEETING OF JUNE 23, 2010 continued:

Don said he had sold two more graves in the last couple of days and had fielded inquiries on columbarium niches.

APPROVE DEEDS & MONUMENTS

Don presented two deeds for signature: One from Gloria Lord for lot 36A at Maplewood and one from Marlene Beucar for lot 450A New B at Wilson Cemetery.

Monument drafts for Phil and Flo Mowatt, and Carl B. Lapan were approved and signed.

OTHER BUSINESS

In old business, the Commission discussed finishing up the caulking of the columbarium walkway. The problem in completing this task is that it has been raining almost every day and the walkway needs two days of dry weather before it can be finished. It was decided to attempt to finish it on Tuesday, June 29th- weather permitting. Joe, Dan, and Don will begin work in the late afternoon, so it will be as dry as possible. If weather does not permit work on the 29th, the group will select another day as soon as possible.

Dan said he will contact Jeff Martel to find out when Mr. Martel will be able finish numbering the units and trimming the stone.

The Commission voted unanimously to have Don replace the shutter covering the Trombley niche because the four corners on that cover, where the Rosetta screws secure it, were cut too large. The Rosetta screws do not cover the cuts and it looks unsightly. This problem occurred because the cover that was given to the niche owner for engraving was not properly cut for niche use and had to be trimmed after it was engraved. During the trimming process, too much was removed. The problem was unique to this situation and has been corrected for all future niche covers.

Attached is a copy of a policy which will govern the placing of markers on veteran's unmarked graves. The Commission voted unanimously to accept the policy as written and incorporate it into existing Rules.

NEW BUSINESS

Elections were held for Chair and Vice-Chair. Alan Garceau was reappointed Chair and Dan Kelty was reappointed Vice-Chair on a unanimous vote.

NEXT MEETING

The next meeting was scheduled for July 28th at 6:30 pm.

AJOURNMENT

The meeting was adjourned at 7:15 p.m.

The minutes as taken by Dan Kelty, Vice-Chair.