

BARRE TOWN CEMETERY COMMISSION  
MINUTES FOR APRIL 27, 2022 MEETING  
6:30 P.M., BARRE TOWN MUNICIPAL OFFICE

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CALL TO ORDER

Call to order at the town offices at 6:39 p.m.

ROLL CALL

Commission members: Alan Garceau, Angela Labrador, Kent Barcomb, and Dwight Harrington were present; Robert Benoit was absent; and town manager Carl Rogers and sexton Dwight Coffrin also attended the meeting.

AGENDA CHANGES - ADDITIONS

None this meeting.

APPROVAL OF THE AGENDA

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

Mr. Garceau paused the meeting for a moment to welcome new cemetery commission member, Mr. Kent Barcomb.

APPROVAL OF MINUTES

Mr. Garceau made a motion, seconded by Ms. Labrador, to approve the minutes of the October 27, 2021 meeting as written. With no further discussion, the motion carried on a voice vote.

QUARTERLY BUDGET REPORT

Mr. Rogers presented the budget report as of 31 March, the end of the third quarter. Overall, revenues left to collect stand at 29 percent; with one quarter left in the fiscal year, the amount is close to the 25 percent target. As for expenses, 37 percent remains, and with the cemetery season being shorter than one year, the expected goal is 33 percent. Mr. Rogers explained the money in the cemetery trust fund is currently in short term bonds and money market funds as interest rates are very low. The short duration of the investments will allow for re-investment in a market with anticipated rising interest rates. He pointed out some cemetery budget accounts such as insurances and some benefits had been completely paid for the year. Further breakdown of the budget versus actual amounts showed revenue right on target with expenses within a percentage point or two of the target.

RECEIVE GUESTS

None this meeting.

SEXTON REPORT

Mr. Coffrin provided his written report for the start of seasonal work which began this past Monday. Mr. Ray Brown has returned to the work crew; and a new seasonal hire, Mr. Donald McMahon, will be working two days per week until the end of the school year, then he will be available to work more hours per week. The protective fence material has been removed from the shrubbery and hedges with no damage to them by deer over the winter noted. A new flag has been ordered for Wilson Cemetery, and the needed fertilizer and insect control products have also been ordered. The new trees and shrubbery will be delivered to the cemetery next week. Mr. Coffrin noted a shortage of trash

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barrels, and Mr. Barcomb volunteered to donate more of the 55-gallon drums. The crew is removing trash, debris, and downed trees left by winter in the cemeteries. There are eight interments scheduled at Wilson with two more scheduled at Maplewood. Lot sales have already been strong this spring.

Mr. Coffrin brought a request from James and Cathy Lake, owners of Lot 146 in New Section B, to place a three-foot oversized grass marker on the lot instead of a family monument. There are no specifications for the size of markers in the cemetery rules, but there are concerns over stability of the marker once it is set and the weight of the marker. Mr. Garceau requested a sketch of the marker which will be provided.

APPROVAL OF DEEDS AND MONUMENTS

- A. Deeds: None this meeting.
- B. Niche reservation: None this meeting.
- C. Monuments:
  - Murphy, Robert and Lynda, West Hill Cemetery. On review of the shop drawing, the die meets the requirements of the rules but it had no details on the base. Approved, and Mr. Garceau will contact the manufacturer to discuss the requirements for the base.
  - Carter, Robert and Wendy, Lot 208, Section G, Wilson, 2-grave, approved.
  - Klinefelter, Gary and Suzanne, Lot 123, Section New B, Wilson, 2-grave, approved.
- D. Niche covers: None this meeting.

OLD BUSINESS

- A. Maplewood fence. Work is scheduled to begin in July this year to allow for more work being done this season per contractor conversations with Mr. Rogers.
- B. Trees and shrubs will be delivered next week per Mr. Coffrin.
- C. Replacement monuments. Mr. Harrington provided Mr. Coffrin with copies of the cemetery schematics showing the lots where the replacement monuments are to be set. Ms. Labrador asked to be notified when the work will be done so she could document the work with photos.
- D. Washington County Mental Health letter, Gould Cemetery. Ms. Labrador distributed copies of the Cemetery Survey Form she prepared for the Gould Cemetery site. She has been working with Vermont Historic Preservation and they have added the site to their cemetery GIS based database. She reported the gravesite could not be found in any of the deeds relative to the overall parcel of land. Ms. Labrador said the slate stone is the oldest readable stone in Barre Town. It has a distinctive style, and she would like to identify the carver. The site is accessible to the public through the nearby disc golf course. She recommended consulting with the landowner, investigating the site and the surrounding soils, and determining whether or not to re-set the marker or leave it in its current prone position. Ms. Labrador will draft the letter.
- E. Light for flagpole. The light has been ordered per Mr. Coffrin.

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NEW BUSINESS

- A. Mr. Rogers discussed the proposed cemetery budget to be voted on by Barre Town voters on May 10th. The select board has decided to hire a full-time recreation director which would allow Mr. Coffrin to become the full-time cemetery sexton rather than split his time between recreation and cemetery. The current budget allows for a part time sexton and two work crew members, the new configuration would have a full-time sexton and one worker. Other items in the budget address a culvert replacement, some road work in the cemetery, and the replacement of the water line from the well to the storage tank at the Wilson maintenance garage.

AROUND THE TABLE DISCUSSIONS

Mr. Garceau asked Mr. Coffrin for a list of workers approved to work in the town cemeteries and the status of their liability insurance.

Mr. Harrington reported his recent article about Camp Colt and some Wilson Cemetery residents will be used by the Vermont Old Cemetery Association in their Memorial Day edition of their website newsletter.

In response to a question about Flags for Veterans, Mr. Rogers said at the start of the organization, members asked then town clerk Donna Kely to act as their treasurer, but the town had no direct involvement in their operations. Mr. Garceau invited all the commission members to attend the Flags for Veterans meeting to be held on May 5th at 6:30 pm in the town offices; the group holds its meetings on the first Thursday of each month.

NEXT MEETING

Next meeting set for: May 25, 2022 at 6:30 p.m.  
Location: Room 3, Barre Town Municipal Office.

MOTION TO ADJOURN

Ms. Labrador made a motion to adjourn, seconded by Mr. Barcomb. With no further discussion, the motion carried on a voice vote and the meeting adjourned at 7:40 p.m.

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