

BARRE TOWN CEMETERY COMMISSION
MINUTES FOR AUGUST 23, 2023 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: Angela Labrador, Alan Garceau, Kent Barcomb, Brian Littlefield, and Dwight Harrington were present. Town manager Chris Violette and sexton Dwight Coffrin also attended the meeting.

AGENDA CHANGES - ADDITIONS

Mr. Harrington requested the addition of a discussion concerning columbaria foundations.

APPROVAL OF THE AGENDA

Mr. Garceau made a motion to approve the agenda as written and with the additional item; seconded by Mr. Littlefield. With no further discussion, the motion carried on a voice vote.

APPROVAL OF MINUTES

Mr. Garceau made a motion to approve the minutes of July 26, 2023 as submitted, seconded by Mr. Littlefield. With no further discussion, the motion carried on a voice vote.

QUARTERLY BUDGET REPORT

Year-end FY 2022 – 2023. Mr. Violette handed out summary and detail sheets of the revenue and expenses for the fiscal year ending 30 June 2023. The cemetery fund took in more money than had been expected and spent less than budgeted. The amount shown for the columbarium reserve fund appeared low, Mr. Violette will check on the figure and provide additional information as required. Donations to the cemetery fund have been properly entered.

RECEIVE GUESTS

None this meeting.

SEXTON REPORT

Mr. Coffrin presented a detailed report of the cemetery activities. To date, he has sold three, one grave lots and there have been nine total interments. Four sets of corner posts have been installed and a monument cleaned. Mr. Coffrin said the amount of activity is normal for this time of year and he expects it to increase with the upcoming change of season.

Operations in the cemetery included hedge and shrub trimming as well as the traditional mowing and trimming. The wet summer has prompted grass growth at a rate that requires nearly two mowings per week. Shrubs are ready to be picked up at Northern Nursery to complete work on the hedges. Seven foundations have been excavated and expected to be poured the first week of September, weather permitting.

There will be a meeting next Monday or Tuesday between Mr. Coffrin and Adam Senecal at the Maplewood Cemetery concerning the sandblasting and painting of the fence. Mr. Coffrin visited the Gould site on Beckley Hill and found it to be wet. He also plans to have the headstone squared off either doing the work himself or asking Buttura and Gherardi to assist.

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Mr. Coffrin recommended the removal of eight dogwood trees at the columbarium site that have become unsightly and difficult to maintain. He recommended replacing them with high quality shrubs which would cost about \$150 each and the project would not exceed \$1,200. Mr. Barcomb made a motion to remove the dogwoods and replace them with new shrubs, seconded by Mr. Littlefield. It was noted the cost might exceed budgeted money for shrubbery but any shortfall could be made up in other areas of the budget or the donations account. The motion passed on a voice vote. The commission agreed he should proceed with the project and Mr. Coffrin will provide further details next month.

Mrs. Couture approached Mr. Coffrin and requested permission to place a 48 inch wide monument on an as yet unpurchased single grave lot. The proposed monument has two cores for cremains with the monument die mounted over them. Mr. Coffrin proposed a five foot wide single grave and a reduction in the monument size to 40 inches wide, the two thirds monument to lot width outlined in the regulations. He has a specific five foot lot in mind. After a brief discussion, the commission agreed if he had a five foot lot, the original 48 inch wide monument would be allowed if the additional width did not interfere with cemetery operations. Mr. Coffrin will contact Mrs. Couture.

APPROVAL OF DEEDS AND MONUMENTS

- A. Deeds:
 - Jeremy A. Nelson, Wilson Cemetery, Old Yard 5, Lot 175c, 10x5.
 - William and Kathleen Blondin, Wilson Cemetery, Old Yard 3, Lot 8.13, 10x5. [*a new lot*]
- B. Niche reservation:
 - None this meeting.
- C. Monuments:
 - Anna Nelson, Wilson Cemetery, Old Yard 5, Lot 175c, 10x5.
 - Merlin and Irene Neddo, Wilson Cemetery, Old Yard 3, Lot 8.13, 10x5. [*Blondin lot*]
- D. Niche covers:
 - None this meeting.

OLD BUSINESS

- A. Maplewood fence. Mr. Coffrin has set up a meeting with Mr. Senecal, for Monday or Tuesday of next week at Maplewood Cemetery. [*28 or 29 August.*]
- B. Columbarium 3 Status. No new information.
- C. Washington County Mental Health site inspection – Gould Cemetery. Mr. Coffrin visited the site and found it to be wet. He will have the existing headstone dressed in preparation of resetting it.

NEW BUSINESS

- A. Mr. Coffrin asked for assistance in locating the foundations for the next two columbarium units so he could complete the landscaping project in the park. With the locations, he can do the plantings in areas which would not likely to be disturbed as the park is developed. There are two possible layouts and neither can be traced back to an official adoption by the commission. Mr. Harrington had previously distributed a layout based on a sketch showing five structures arranged around the circular sidewalk. Mr. Garceau had a different layout with the five structures arranged in the top 180 degrees of the circular walk. After a discussion on the more “architecturally pleasing” plan Mr. Harrington had with

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four of the structures facing each other, it was decided to use that particular layout. Mr. Coffrin and Mr. Harrington will mark out the next two foundation in the field using metal pins to mark the corners.

AROUND THE TABLE DISCUSSIONS

A. Bulk Trash Day. Ms. Labrador asked commission members if they wanted to be the receiving entity for donations collected during bulk trash day. The benefactors usually provide labor to work the lines during the event. The five commissioners agreed to work the event. There will be a new route into the public works yard instituted for this event. Both Ms. Labrador and Mr. Harrington have flyers from previous events sponsored by the Cemetery Commission.

B. Harry Jones. Ms. Labrador thanked Mr. Harrington for his recent article added to the commission webpage about Harry Jones in Wilson Cemetery.

C. Mr. Violette told the commission he would not be able to attend the September meeting but could provide a substitute.

NEXT MEETING

Next meeting set for: September 27, 2023 at 6:30 p.m.

Location: Room 3, Barre Town Municipal Office.

MOTION TO ADJOURN

Mr. Barcomb made a motion to adjourn the meeting, seconded by Mr. Littlefield. With no further discussion, the motion carried on a voice vote and the meeting adjourned at 7:41 p.m.

Respectfully submitted on behalf of Angela Labrador, Commission Chair
by Dwight D. Harrington, recorder