

BARRE TOWN CEMETERY COMMISSION  
MINUTES FOR APRIL 24, 2024 MEETING  
6:30 P.M., BARRE TOWN MUNICIPAL OFFICE

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CALL TO ORDER

Call to order at the town offices at 6:30 p.m.

ROLL CALL

Commission members: Alan Garceau, Kent Barcomb, and Dwight Harrington were present; Brian Littlefield attended over the internet, and Angela Labrador was unavailable. Town Manager Chris Violette attended the meeting, Sexton Dwight Coffrin was also unavailable.

AGENDA CHANGES - ADDITIONS

None this meeting.

APPROVAL OF THE AGENDA

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

APPROVAL OF MINUTES

Mr. Barcomb made a motion to approve the minutes of October 25, 2023 as written, seconded by Mr. Garceau. With no further discussion, the motion carried on a voice vote.

QUARTERLY BUDGET REPORT

FY 2023 – 2024. The budget report has been re-scheduled for the May meeting as an audit is in progress and the report unavailable this evening.

RECEIVE GUESTS

None this meeting.

SEXTON REPORT

None this meeting.

APPROVAL OF DEEDS AND MONUMENTS

- A. Deeds:
- Larry Beede and Maria Snetsinger, Maplewood Cemetery, Section South2, Lot 42, 10x7.
  - Elaine Hudson, Wilson Cemetery, Section New B, Lot 127, 10x8.
  - Cecile Couture, Wilson Cemetery, Section OY2, Lot 342-B, 10x6.
- B. Niche reservation:
- Gary Adamski, Columbarium 2, Side A, Niche 16.
- C. Monuments:
- Burnett, Wilson Cemetery, North Section, Lot 16e.
- D. Niche covers:
- None this meeting.

OLD BUSINESS

- A. Maplewood fence. Awaiting voter approval of proposed 2024/2025 budget.
- B. Broken stone replacements. Mr. Harrington distributed a list of replacement stones to be set out in the cemetery this season along with location sketches for the eleven sites. The project has been delayed due to weather and crew shortages. Members of the cemetery commission present volunteered to help set the monuments.

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C. Columbaria layout survey. At the end of last cemetery season, members discussed the possibility of having a professional surveyor develop a site map for the columbaria park. A final drawing would be prepared to replace the current sketch with real data and suitable for permanent entry to the town records or filed as a survey plat. Mr. Harrington volunteered to prepare a scope of work for distribution to interested survey companies. Mr. Garceau would like to have the next two columbaria foundations poured. Having them poured early would have a lesser impact on the landscaping of the park and could be used for bench placement before the next two units are installed. He has the foundation design and suggested the use of budget carryover for partial funding.

D. Columbaria cover differences. Mr. Harrington developed a document to demonstrate the differences in niche covers between the original structures 2 and 4 and the new Columbaria 3. Comparisons in the field suggest the smaller cover area in the new unit would call for revision of the Cemetery Rules and Regulations to modify design restrictions for Columbaria 3 only while leaving those for Columbaria 2 and 4 as is. Commission members will visit the structures for visual inspection and discuss the issue at the May commission meeting. Mr. Harrington noted the current cemetery regulations are about ten years old.

#### NEW BUSINESS

A. Mr. Violette briefed the commission on changes being made to the town's budgeting methods. He described the current use of an equipment fund as an internal service which provides service to other departments. The equipment fund owned all the equipment, distributed it to various other departments, and had no deficits or surpluses. Auditors flag this type of funding. Changes have been made and there is now a fleet maintenance fund which does not own equipment. For example, equipment such as lawn mowers are now attached to the cemetery fund directly and new equipment requests would be made through the cemetery fund budget and not the old equipment fund. Doing this across all town funds provides more transparency. A budget item will be included in the cemetery fund as the department's contribution into the fleet maintenance fund.

#### AROUND THE TABLE DISCUSSIONS

Mr. Littlefield reminded the commission he would be available to help set replacement monuments.

#### NEXT MEETING

Next meeting set for: May 22, 2024 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. Garceau. With no further discussion, the motion carried on a voice vote and the meeting adjourned at 7:43 p.m.

Respectfully submitted on behalf of Alan Garceau, Commission Vice – Chair  
by Dwight D. Harrington, recorder