

BARRE TOWN CEMETERY COMMISSION
MINUTES FOR MAY 22, 2024 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, Brian Littlefield, and Dwight Harrington were present; Kent Barcomb was unavailable. Town Manager Chris Violette and Sexton Dwight Coffrin also attended the meeting.

AGENDA CHANGES - ADDITIONS

Ms. Labrador requested the addition of an item to discuss a Maplewood Cemetery nomination for inclusion on the National Register of Historic Places.

APPROVAL OF THE AGENDA

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

APPROVAL OF MINUTES

Ms. Labrador made a motion to approve the minutes of April 24, 2024 as written, seconded by Mr. Littlefield. With no further discussion, the motion carried on a voice vote.

QUARTERLY BUDGET REPORT

Mr. Violette provided a revenue and expense report dated 13 May 2024 for the commission's review. The end of the fiscal year is approaching and the report showed a slight lag in revenues, but it is expected to be made up by June 30. Overall, the budget report showed no anomalies. Mr. Violette will provide a total cemetery fund balance for the next meeting that will include carry over amounts.

RECEIVE GUESTS

None this meeting.

SEXTON REPORT

Mr. Coffrin issued his report that showed a total of 25 interments so far this fiscal year. The report also summarized the interments by type, foundations poured, corner posts set, and monuments cleaned. The crew has aerated, fertilized, and insect control applied at both Wilson and Maplewood Cemeteries. Cemetery flags have been replaced. The shrubbery at the Wilson Cemetery sign has been removed, the sign cleaned, and the shrubs will be replaced by flowers for the Memorial Day weekend. The lawns in the cemetery need to be mowed and trimmed twice a week during this time of the year, and the water has been turned on. The sale of a two grave lot is pending for May 28th. Mr. Coffrin reported he had received many positive comments concerning the appearance of the Barre Town cemeteries.

APPROVAL OF DEEDS AND MONUMENTS

- A. Deeds:
 - None this meeting.

- B. Niche reservation:
 - None this meeting.

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- C. Monuments:
 - Bryan G. and Amy M. White, Wilson Cemetery, Section E, Lot 141n.
- D. Niche covers:
 - Kelly and Joanne Roberts, Columbarium 4, Side A, Niche 10.

OLD BUSINESS

- A. Maplewood fence. Adam Senecal is ready to begin the project and work will begin after July 1st as the voters approved the proposed 2024/2025 budget.
- B. Columbaria layout survey. Mr. Harrington prepared a scope of work to define the requirements and deliverable products for the final design of the columbaria park. The scope will eventually be included in a bid proposal under the 2025 – 2026 cemetery budget.
- C. Columbaria cover differences. In a general discussion, Mr. Garceau said he saw no difference between the two cover styles that would warrant changing the cemetery rules with regard to covers. He said many of the existing covers do not use the entire space available. A few in the cemetery violate the edge rule, but overall the cover regulations are adequate for both. Mr. Coffrin has blank covers used to at niches when a cover goes out for sandblasting. The commission decided no changes to the rules would be necessary as long as the edge margins are held to standard. Shop drawing submittals will still be required for commission approval of any niche cover design proposal.

NEW BUSINESS

- A. Maplewood Cemetery schematic changes. Mr. Harrington prepared a short slideshow presentation to show the final drawings of the Maplewood Cemetery schematics. He explained each of the seven drawings and highlighted the major features of each one. He did not point out all the individual changes but discussed the general areas of change. Once the presentation finished, Mr. Harrington made a motion for the commission to adopt the revised Maplewood drawings as presented as the official version of the schematics. Mr. Garceau seconded the motion and with no further discussions, the motion passed on a voice vote.

Mr. Harrington will furnish electronic copies of the revised and adopted computer files to Mr. Violette for printing and distribution to Mr. Coffrin for use in the cemetery. The marked up schematics currently in use by Mr. Coffrin will be preserved once the new schematics are issued.

- B. Ten year rules and regulation review. During a general discussion, members of the commission agreed to review the current rules and regulations on their own and bring questions and comments to the August meeting. There are older versions available so commission members will review the regulations as found on the cemetery department section of the town's webpage. The timeframe would allow changes to be made and the regulations re-adopted at the October meeting.

- C. National Register of Historic Places. Ms. Labrador introduced the commission to the registry. She said the listing would be honorary as the town has no historic commission or historic district. A nominated site must be of historic significance and have its integrity maintained. Should Maplewood Cemetery be added to the registry, there would be opportunities to receive special grants. In her conversations with the state officials, Ms. Labrador said they felt the cemetery would qualify based on the documents already submitted for a nomination.

Ms. Labrador went on to discuss how local citizens might be opposed to the concept over a perceived loss of local control. She said the federal government could require a Section 106 review to

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ensure proposed work does nothing to destroy the historic integrity of the site if federal money was involved. Local governments, however, may impose rules via local bylaws.

Barre Town has nothing on file concerning historic sites. Maplewood would be a good choice for a trial site as it is already regulated through the rules put in place by the cemetery commission. Any grants received may stipulate methods of making repairs, etc.

The commission decided to further pursue having Maplewood Cemetery placed on the National Register. Ms. Labrador suggested the topic be added to Old Business of the June meeting and she would bring a sample site nomination.

AROUND THE TABLE DISCUSSIONS

The commission discussed the need to repair the slope at Maplewood Cemetery where the lawn is in poor condition. The work would be aimed at making the site more appealing to potential lot buyers. Topsoil and fertilizers will be needed to make the repairs. In the past, the cemetery had a fountain on site, Mr. Violette and Mr. Coffrin will investigate whether or not a potential source of water can be found at the cemetery that could be developed for use on the very dry and sandy site. Planning for this work will continue this cemetery year.

Mr. Garceau said the cemetery flags have been put in at the Wilson Cemetery. The flags are used, but the best have been selected in an attempt to save money while still honoring our veterans.

Mr. Coffrin expressed his thanks to the commission for their support of him and the cemetery work crew.

NEXT MEETING

Next meeting set for: June 26, 2024 at 6:30 p.m.
Location: Room 3, Barre Town Municipal Office.

MOTION TO ADJOURN

Ms. Labrador made a motion to adjourn the meeting, seconded by Mr. Harrington. With no further discussion, the motion carried on a voice vote and the meeting adjourned at 8:22 p.m.

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