

BARRE TOWN CEMETERY COMMISSION
MINUTES FOR NOVEMBER 19, 2014 MEETING
AT 6:30 P.M. AT THE TOWN CLERK'S OFFICE

CALL TO ORDER

The meeting of the commission began at 6:30 p.m.

ROLL CALL

Commission members: Alan Garceau, Norman Coates, and Dwight Harrington attended. Town Manager Carl Rogers attended as well.

AGENDA CHANGES - ADDITIONS

Edward Relation foot stone.

APPROVAL OF MINUTES

Motion by Mr. Garceau, seconded by Mr. Coates to accept the minutes of the commission meeting held 22 October 2014 as written. With no further discussion, the motion carried on a voice vote.

QUARTERLY BUDGET REPORT

Town Manager Rogers presented data through the end of October. The data showed revenues to be in good standing with about 66% remaining to be collected, on target as 33% of the cemetery six month season had past. Expenses also remained on target, the resignation of a cemetery worker effected the salaries category. Most of the money for concrete has been spent, this would be a reflection of the unusually high number of foundations that have been poured for monuments in the cemetery. Some money went to pave a portion of the drive from Graniteville Road to the north section of Wilson Cemetery. Overall, 61% of expenses remained to be paid out.

RECEIVE GUESTS

Mr. Eric Relation. Mr. Relation brought a shop drawing for a grass marker for the grave of Edward F. Relation he wanted approved so the stone could be cut and placed in the shortest possible time frame, this month if possible. The commission reviewed the drawing and approved it, allowing Mr. Relation to proceed. He also plans to submit a shop drawing for a family monument in the spring of 2015.

SEXTON REPORT

Sexton Brick did not attend the meeting due to family concerns. He furnished Town Manager Rogers with three documents to be distributed to commission members. One document summarized burials for the calendar year at Wilson and Maplewood cemeteries, the document will also be used to update the computerized records. The second document summarized burial revenues, lot and niche sales, revenue from burials and entombments, foundations poured, and monuments set. The third document summarized the grounds crew activities for the month of November.

APPROVAL OF DEEDS AND MONUMENTS

- A. Deeds: Sylvia Relation, Wilson, New section, Lot 68, 10 x 12 ft.
- B. Niche reservation: None this meeting.
- C. Monuments: Grass marker for Edward Francis Relation, New, Lot 68.

OLD BUSINESS

- A. Mr. Harrington had no new information to report.
- B. The Commission made its final review of the revised cemetery rules. Mr. Garceau made a motion to re-adopt the rules as re-written, printed on 19 November 2014 and presented to the commission the same date, to become effective immediately. Mr. Coates seconded the motion, with minor discussion, the motion passed on a voice vote.

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C. The Commission made its final review of the trifold pamphlet. Mr. Coates made a motion to accept the pamphlet as presented, Mr. Garceau seconded the same. The motion carried on a voice vote, Town Manager Rogers would have the document published with copies going to the sexton to be handed out to prospective clients and other copies made available at the Town Clerk's office.

D, Mr. Garceau gave the update on the monument replacements. He met with Mr. Jeff Martel on the status of the manufacture of the stones and found the project still on hold. An earlier email put the project on hold until the commission approved the shop drawings and apparently Mr. Martel did not receive any further instructions. Mr. Garceau would contact him again and release the project and have the stones cut.

NEW BUSINESS

A. For the most part, the commission did not plan for any additional or special items for the next fiscal year. The exception would be the inclusion of the remaining monument replacements from the list assembled by Mr. Brick and Mr. Harrington. There are approximately 13 more stones to be replaced, the commission recommended doing them all next season. Otherwise, the budget would not show any other major changes, but would carry the normal items with adjustments made by the sexton.

B. As two members of the commission were absent, the discussion to update the price list for cemetery lots, niches, and services was tabled. Mr. Brick would do some additional research to see where our current prices were in relation to surrounding communities.

C. Linton lot sale (G-200, 7 x 10) The commission held a general conversation about the means of sale of a cemetery lot, reviewed the rules as written, addressed proof of ownership, and discussed what the price of the lot may have been in 1985, the original sale date. The discussion provided an example of cemetery operation to the commission and no action was taken in the matter at this time.

D. Mr. Harrington passed out copies of the draft schematics for the Maplewood Cemetery. The schematics show the current configurations of the cemetery sections based on field measurements and deed information. The South 2 area had sketch lines showing a possible private columbaria park among full burial lots for discussion purposes. The commission has three areas to finalize the design of the cemetery including North 1, North 2, and South 2. Discussions will begin in the spring of 2015.

NEXT MEETING

Next meeting set for: 22 April 2015 at 6:30 p.m.

Place: Town Offices in Websterville

MOTION TO ADJOURN

Motion by Mr. Garceau to adjourn, seconded by Mr. Coates. With no further discussion, the motion carried and the meeting adjourned at 8:00 p.m.

Respectfully submitted, Dwight D. Harrington, Chairman