

BARRE TOWN CEMETERY COMMISSION
MINUTES FOR MAY 27, 2015 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: Robert Pellon, Merle Miller, Alan Garceau, Norman Coates, and Dwight Harrington attended. Town Manager Carl Rogers and sexton Dwight Coffrin attended as well.

AGENDA CHANGES - ADDITIONS

None this meeting.

APPROVAL OF MINUTES

Motion by Mr. Pellon, seconded by Mr. Coates to accept the minutes of the commission meeting held 22 April 2015 as written. With no further discussion, the motion carried on a voice vote.

QUARTERLY BUDGET REPORT

None required at this meeting.

RECEIVE GUESTS

Mr. Alfred Blakey and Ms. Brenda Zampieri. Ms. Zampieri brought a shop drawing of her proposed monument for placement at Wilson Cemetery. The sexton has reviewed the size for conformance to the rules and noted compliance with them. The commissioners reviewed and signed the shop drawing, the sexton will continue to work with Ms. Zampieri to have the monument set after it has been delivered. A general discussion on cemetery records on the webpage took place between the commission and Mr. Blakey, he had volunteered to help but the work has been completed. The commission thanks Mr. Blakey for his interest in our project.

SEXTON REPORT

For the season to date, sexton Coffrin reported there had been five full burials and four cremains. There are four more cremations on the schedule. Mr. Coffrin also reported that work had been accomplished to get the town cemeteries in good condition prior to the Memorial Day weekend. The Hersey monument was set in time for the family's funeral gathering; Mr. Coffrin made extra efforts to ensure the work would be done on time. The issue of potted plants being stolen from the cemetery came up, Mr. Coffrin suggested that perhaps flowers planted in front of the monument may be a better alternative in the future. He has sold one niche, a two grave lot, and a three grave lot and is working with a niche owner on a possible location swap within one of the columbarium units.

APPROVAL OF DEEDS AND MONUMENTS

- A. Deeds: None this meeting.
- B. Niche reservation: None this meeting.
- C. Monuments: Monument for Hersey, Mathew, Wilson Cemetery
Monument for Wood, Clyde and Nellie, Wilson Cemetery.
Monument for Holt, Larry and Sandra, Maplewood Cemetery.
Monument for Zampieri, S/Sgt Joseph and Brenda Blakey,
Maplewood Cemetery

OLD BUSINESS

- A. Mr. Harrington reported continued progress on the Wilson Cemetery schematics.
- B. The Commission decided to raise prices a nominal amount to help defray rising costs of labor and materials rather than rely on local taxes. Sexton Coffrin had reviewed revenue needs

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for upcoming seasons and recommended prices be raised incrementally to lessen impacts on consumers. He will prepare a list of prices beginning with a \$50 per lot increase and a percentage rate increase on materials and services provided by the cemetery staff. Town Manager Rogers reminded the commission that lot price increases would need to be approved by the select board but services could be approved at commission level. Mr. Coffrin will make the necessary price increase recommendations by the next meeting. The commission discussed leaving niche prices as they currently are as our columbarium park is designed to offer a less expensive alternative to a full burial.

C. The Commission will meet on June 24 at the Maplewood Cemetery at 5:30 pm to access the physical site limitations of the cemetery and the options that may be considered in the final design of the cemetery. Additionally, the commission will return to the Barre Town Offices at about 6:45 to conduct regular business. Town Manager Rogers will make the necessary changes to warn this special meeting in keeping with the open meeting laws.

D. Sexton Coffrin had provided a work order form that may be of use in the town cemeteries. Town Attorney Monte had been asked to review the wording on the form but has not yet responded to the request. The issue has been tabled until Mr. Monte gives his opinion.

E. As the cemetery budget passed at the May meeting, there is now money available to replace up to 13 monuments in the town cemeteries. Sexton Coffrin, Mr. Garceau, and Mr. Harrington will meet on site, date and time to be determined, to select the stones most in need of replacement. The first five replacement stones have been delivered by Granite Industries of Vermont, (GIV). Mr. Garceau will discuss how best to set them in the cemeteries with Mr. Martel of GIV.

F. Kenneth Blanchard has asked that the rights to be buried in his parent's lot be transferred to his daughter, Ellen. The lot, Wilson, Main Section, Lot 98s, is in the name of Kenneth's mother, June Blanchard. [Lot purchased for Dean and June Blanchard.] Kenneth provided a notarized statement that he is the last surviving child of Dean and June Blanchard, thereby he has control of the lot. In his statement, he transferred all right, title, and interest in the lot to Ellen based on his assertion he is the sole heir to his parent's estate. Mr. Garceau made the motion to accept the notarized statement and to transfer the rights to Ellen Blanchard and to have the transfer information documented in the town records. Mr. Coates seconded the motion and with no further discussion, the motion carried on a voice vote.

NEW BUSINESS

A. Sexton Coffrin has been analyzing the condition of the iron fences at the West Hill Cemetery and at the Maplewood Cemetery. He deemed the fence at West Hill as non-repairable and in need of replacement, the cost to replace the fence in kind would be prohibitive. The commission will consider replacements for the fence in a future meeting.

At Maplewood, Mr. Coffrin received a proposal from Mr. Matt Peake to sandblast and prime the fence, the work to be done in place at the cemetery and in sections. The cemetery crew would then paint the primed sections the same day with a plastic based paint. The process would likely gain an additional 15 years of life for the fence. Mr. Peake asked for \$10,000 to do the work. Mr. Coffrin offered to search out some grant money to help defray the cost to the town, perhaps the cemetery could be classified as a historic site and grants found through that

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avenue. Other grants from the state of Vermont might also be available. Town Manager Rogers offered the assistance of his staff in preparation of any grant applications necessary. He also told the commission there was still \$1,000 available in this fiscal year's budget. Mr. Rogers explained that project costing more than \$7,500 needed to be awarded through competitive bids that might include a formal proposal and formal specifications. Mr. Coffrin will check with other contractors to see if there is interest in doing the work, Mr. Rogers said the town could solicit bids, or determine whether or not there is interest in doing the work, through an ad in the local newspaper, he will place the ad. Mr. Coffrin will also search out local sources of the paint. In prior meetings, the commission collected price information to replace the fence in kind and found the cost for Maplewood to be approximately \$100,000. (September 2012 and prior cemetery commission minutes.) Mr. Garceau made a motion to allow the sexton to pursue grant revenue sources to repair the cemetery fence, Mr. Pellon seconded the motion. With no further discussion, the motion passed on a voice vote.

- B. Commission chair Harrington reminded the commission members that the commission chair election would be held at the June meeting, June being the last month in the current fiscal year. He also indicated he would not serve as the chair in the upcoming year.

AROUND THE TABLE DISCUSSIONS

Mr. Garceau asked that the flag at the Wilson Cemetery be replaced and the flag pole re-painted. The town would provide the flag, Mr. Garceau would research the size of the flag needed to properly display the colors on a pole the height of the one in Wilson. The flag pole can be brought down on a pivot point for easier painting.

Mr. Coffrin told the commission that Mrs. Bob Robbins donated the flag for the pole at Maplewood Cemetery. The commission wishes to thank Mrs. Robbins for her generosity and patriotic spirit.

Mr. Coffrin brought a thank you card his crew received from the select board complementing them on their work in the cemeteries and at the rec fields to ensure all grounds were ready for the Memorial Day weekend.

Mr. Miller thanked Mr. Coffrin, on behalf of the commission, for his extra efforts in forming and pouring the concrete foundation for the Hersey monument.

NEXT MEETING

Next meeting set for: 24 June 2015 at 5:30 p.m.

Place: Maplewood Cemetery

Commission will return for a regular meeting at 6:45 at the Town Clerks Office, Websterville, VT

MOTION TO ADJOURN

Motion by Mr. Coates to adjourn, seconded by Mr. Miller. With no further discussion, the motion carried and the meeting adjourned at 8:30 p.m.

Respectfully submitted, Dwight D. Harrington, Chairman