

BARRE TOWN CEMETERY COMMISSION  
MINUTES FOR APRIL 28, 2021 MEETING  
TOWN OFFICE and/or HOME BASED CONFERENCE CALL

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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, Angela Labrador, Clement Vaillancourt, and Dwight Harrington attended the meeting, Robert Benoit was absent. Town manager Carl Rogers attended and Dwight Coffrin, sexton, called in by phone.

AGENDA CHANGES - ADDITIONS

Details: Mr. Harrington requested an item be added to discuss last fall's survey of New Section C in Wilson Cemetery, and Mr. Rogers asked for a discussion item concerning cemetery operations and maintenance help. With no further discussion, the items were added to the agenda.

APPROVAL OF THE AGENDA

Mr. Vaillancourt made a motion, seconded by Mr. Garceau, to approve the agenda as written with the additions included. With no further discussion, the motion carried on a voice vote.

APPROVAL OF MINUTES

Mr. Vaillancourt made a motion, seconded by Ms. Labrador, to approve the minutes of the October 28, 2020 meeting as written. With no further discussion, the motion carried on a voice vote.

QUARTERLY BUDGET REPORT

Town Manager Rogers presented the budget report from July 1, 2020 through March 31, 2021. He circulated the report on paper to the commission members. He explained the cemetery revenues were in good standing. On the expense side, the amount of wages remaining should be one third the total but was a little less. Some items had yet to be paid, such as the town equipment charge, but that will be within budget. Insurances have been paid in total for the year. During the discussion, Mr. Garceau asked about the status of the donation fund. The commission spent the money from this fund for replacement stones, and the money from sponsoring last fall's bulk trash collection shown as revenue. The budget report shows fiscal activity for the budget year, but does not show current balances.

RECEIVE GUESTS

None this meeting.

SEXTON REPORT

Mr. Coffrin gave his summary on a handout. Over the winter, he sold one lot and Mr. Rogers sold two niche reservations. The cemeteries are just being opened up and the burlap and plastic shrubbery protection will be removed. This protection worked well this year and will be used again next winter. Some mowing has already been done, the lawns will be fertilized before Memorial Day, and the water turned on during the week of May 1st. Thirteen cremation services have been scheduled beginning May 1st and stretching into September.

Currently, there is only one employee working. One employee did not return from last season and a potential hire did not accept the job. There is a college student coming to work for the summer, until then, Mr. Ray Brown is working alone.

APPROVAL OF DEEDS AND MONUMENTS

- A. Deeds:
  - Stephen Yialiades, East Section, Lot 165ee, 10 x 4, Wilson Cemetery
- B. Niche reservation:
  - Benjamin R. Dexter and Gail M. Hebert, Columbarium 2, Side B, Niche 7
  - Harold and Barbara Jones, Col. 4, Side A, Niche 5
- C. Monuments:
  - Lorrie and Mario Leclerc, Maplewood Cemetery, South2, Lot 65b
- D. Niche covers:
  - Harold and Barbara Jones, Col. 4, Side A, Niche 5
  - Benjamin R. Dexter and Gail M. Hebert, Col. 2, Side B, Niche 7: drawing has been returned unapproved as the 2 inch letter height does not meet the 1-3/4 inch maximum allowed.

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OLD BUSINESS

- A. Monument sketches. Mr. Vaillancourt presented the final version of the sketch handout. The first page shows the minimums for a single grave lot, the second has blank dimensions to be filled in by the sexton for other lot sizes. The lines in both drawings have been darkened and each page contains the note, "All proposed monuments subject to approval by the Barre Town Cemetery Commission."
- B. Thank you letters, final report. Mr. Harrington briefed the commission on the thank you letters sent to various individuals and businesses who have supported the cemetery crew and worked to make the cemeteries more attractive. He read a list of recipients and listed their contributions. Mr. Coffrin said the letters had been well received.  
Stephen and Donna Lemond for burlap donations.  
Dennis Beaudin for equipment loan and advice for re-setting monuments.  
Randy Pickel for his work and guidance to the crew to care for trees and shrubs.  
Bob Nelson for service and generosity in working with the cemetery crew.  
Guy Boutin for expert service and repair in very timely manner.  
Charles Day for use of cutting tools and expertise to repair monuments.  
Jeff Martel for years of help and guidance, columbaria area, stone replacements.
- C. Gravestone replacements. The replacement monuments are ready to pick up. Mr. Garceau passed around the approved shop drawings from last fall to those members who had not seen them. Mr. Vaillancourt volunteered to pick them up and bring them to the Wilson vault, Mr. Coffrin will advise him when the vault is ready. Ms. Labrador reminded the commission that she and Mr. Harrington would take photos when the old monuments were removed.
- D. Flag pole light at Maplewood. Mr. Coffrin will order a light. Mr. Garceau said he had found a good source for cemetery flags. The Annin Company offers quality flags at a reasonable price. He will pass the information to Mr. Coffrin to order new flags, the one at Wilson is 5 x 8 in size, and the one at Maplewood is 3 x 5 in size.
- E. Culvert cover repair. Mr. Garceau has located a few granite pieces which may fit. Mr. Vaillancourt will stop by the site and measure up the culvert box and check his supply of slabs.
- F. Cemetery survey. Mr. Harrington briefed the commission of the status of last fall's survey at Wilson Cemetery. He described the work done including the four concrete survey monuments which will be used in the future to control all Wilson surveys. The large "boxes" of lots have been pinned. During the winter, Chase and Chase Surveyors submitted a drawing of the survey, Mr. Harrington reviewed it and suggested some changes, which Mr. Rogers passed on to the surveyors. The final drawing has not been submitted to the town at this time.

NEW BUSINESS

- A. Gould Cemetery. Ms. Labrador described the Gould cemetery site that became exposed when a solar project was constructed nearby. She consulted sources at the Leahy Library and found information on the Gould site and on another small cemetery belonging to Richards. A previous report showed the Gould gravestones intact, but now the stones are piled on top of one another and appear out of place. She made her briefing to make the commission aware of the small cemetery should they want to take over stewardship of the site. Washington County Mental Health is the current owner of the land and there is the question of whether or not they are taking care of the cemetery. Mr. Garceau had spoken to town zoning administrator Mr. Chris Violette about the site. Ms. Labrador took GPS coordinates of the site and walked the wooded area and noted other ruins, an abandoned well, and an arched stone.

Ms. Labrador contacted Vermont Historic Preservation to see if they had information on the Gould site, but the state agency does not monitor cemeteries, those are under the control of local communities. To more fully understand the site, deed research will be necessary to determine ownership and help determine if other burials might be at the site. Mr. Harrington said the old Barre deeds are in the vault at the Barre city hall and subject to vault fees. Any commission member doing research on behalf of the town would be reimbursed for such fees. The state statutes say a town may take over a private cemetery if it is in fact, abandoned. Ms. Labrador said the grave is about 50 feet from the solar site. It was suggested that commission members visit the site at their convenience before any action might be taken.

- B. Cemetery operations and maintenance help. Town Manager Rogers said our sexton, Mr. Coffrin, will only be working three days per week for a medical reason. Local funeral directors will be scheduling interments and Mr. Harrington has volunteered to work in the cemetery and

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assist in locating grave sites so the graves may be dug. Mr. Harrington asked that Mr. Coffrin meet with him to define what needed to be done. Mr. Rogers said the college student working for the cemetery and recreation departments this summer would be assigned to the cemeteries exclusively if another part time worker could not be found. He asked commission members if they might be able to volunteer to assist in lawn work in the cemeteries the week before Memorial Day. Also, Mr. Rogers asked the commission to send anyone who might be looking for summer work to the town as Public Works is short three employees as well. College students, recent high school graduates, high school seniors, etc., are all welcome.

AROUND THE TABLE DISCUSSIONS

None this meeting.

NEXT MEETING

Next meeting set for: May 26, 2021 at 6:30 p.m.  
Location: Room 3, Barre Town Municipal Office.

MOTION TO ADJOURN

Mr. Vaillancourt made a motion to adjourn, seconded by Ms. Labrador. With no further discussion, the motion carried on a voice vote and the meeting adjourned at 7:40 p.m.

Respectfully submitted on behalf of Alan Garceau, Chairman  
by Dwight D. Harrington, recorder