

# Shaftsbury Cemetery Committee Meeting

Virtual Meeting through Zoom  
Wednesday, November 11, 2020  
(Draft)

Present: Kathy Cardiff, Chair; Peggy Wilson; Elinor Hyjek; Michael Albans, Cemetery Superintendent; Marlene Hall, Town Clerk; David Kiernan, Town Administrator

Committee members not present: Joe Herrmann; Neal Strong

Kathy Cardiff called meeting to order at 10:00

## MINUTES

Minutes were presented from the October 7<sup>th</sup> meeting. After some discussion, Elinor motioned to accept minutes with minor changes, Peggy seconded. Motion passed 3-0.

## PUBLIC COMMENTS

Being that there were no public comments, Kathy asked for the Superintendent's Report.

## SUPERINTENDENT'S REPORT

- **Marble Posts:** There have been some marble posts that were discarded at Maple Hill Cemetery. These were once used in the fence there. Two have been given to a former member of the Cemetery Committee for a project and the rest Mike hopes to be able to reuse.
- **Plots/Burials:** Mike has sold three plots and two burials have taken place in Shaftsbury cemeteries in the last month. Mike plans to work on updating the books over the winter as many are lacking information.
- **Fundraiser:** Mike would like to organize a fundraiser for new fencing by working with Jamie Franklin to give tours of our cemeteries.
- **Wreaths Across America:** Mike would like to participate in Wreaths Across American this year.
- **Searches:** Mike has been busy helping people search their relatives in our cemeteries.
- **Cleaning:** Mike plans to clean the stones that were missed earlier in Center Cemetery before winter.

## Budget

- Dave presented the budget for FY22. Very few changes were made due to unstable funding which is due to the COVID pandemic. Elinor made the motion to approve the budget as presented Peggy seconded. Motion passed 3-0.

## Private Property Signage

- Mike has spoken to Mr. Shafer regarding signage on his property at Shaftsbury Hollow. Mr. Shafer welcomed the idea of signage.
- Mike is waiting for permission from landowners then he will send out a mockup of the signs for approval. He will start with Shaftsbury Hollow and Little Rhode Island, then work his way down the list of other cemeteries on private property. Peggy made the motion to facilitate and pay for signage on private property stating access is granted through the Cemetery Superintendent. Elinor seconded the motion. Motion passed 3-0

## **DECORATIONS**

Mike asked for guidance from the committee as to what is acceptable for decorations and plantings at grave sites, stating that there are a few sites with “over the top” decorations and trees and shrubs that will become a problem as they grow. After some discussion it was decided that...

- Wreaths are acceptable at Christmas, but must be removed 30 days after the holiday.
- Mike will talk to funeral homes about monuments and if something is out of the ordinary, they will be asked to contact him before an order is placed.
- Funeral homes will be given the Cemetery Operating Procedures to hand out to clients at time of burial.
- Mike will put reminders in local papers and on the website regarding acceptable decoration.
- Mike will go over the rules to see if any changes need to be made before it goes to the Select Board for final approval
- Mike will contact the families of the sites that are in violation of the rules and in need of cleaning.

## **Cemetery Operating Procedures**

Dave will present the Cemetery Operating procedures at the December 21<sup>st</sup> Select Board meeting for approval.

## **OTHER BUSINESS**

### **Mattison Plot**

Dave sent the letter regarding the Mattison plot to the town attorney. The attorney would like to see something different done for the family, Dave will continue working with the attorney to resolve this issue.

### **Laptop**

Mike is in need of a laptop to use for cemetery business. Elinor made the motion to approve \$1,700.00 for the purchase of a laptop, Peggy seconded. Motion passed 3-0

With no other business to come before the committee, Ellie made the motion to adjourn, Peggy seconded. Meeting adjourned at 11:35.

Next meeting is scheduled for Wednesday, April 14<sup>th</sup> 9:00am via Zoom.

Respectfully submitted,  
Marlene Hall