

Shaftsbury Cemetery Committee Meeting

Cole Hall

Wednesday, November 03, 2021

(Draft)

Present: Kathy Cardiff, Chair; Peggy Wilson; Betsey Habberfield; Joe Herrmann; Neal Strong; Jen Holley, Cemetery Superintendent; Marlene Hall, Town Clerk; David Kiernan, Town Administrator

Kathy Cardiff called meeting to order at 9:06

NEW SUPERINTENDENT

Kathy introduced Jen Holley, Cemetery Superintendent. The committee welcomes Jen and thanks her for her willingness to take on the position, all look forward to working with her.

MINUTES

Minutes were presented from the September 29th meeting. Neal motioned to accept minutes as presented, Peggy seconded. Motion passed 5-0-0.

OLD BUSINESS

RULES & REGS

A few minor changes were made to the Rules & Regs. Motion was made to send the changes to the select board once changes are made for final approval.

Attachment A: Jen's name and contact information will be added to Attachment A (list of cemeteries).

CEMETERY BOXES

Joe has arranged for metal covers to be made for the cemetery reg. boxes, he will install them.

GRANDVIEW GRIDDING

A draft of the gridding was presented. The committee will meet and tour the new gridded area before approving.

VOCA DAY WRAP UP

The VOCA Day project was a success. 23 stones were straightened/repared. Stones were cleaned along Tunic Road. Tom from VOCA has committed to returning next year for another cleanup day.

Concern was raised that the grass from mowing was stuck on the gravestones. The grass could damage the headstones.

NEW BUSINESS

BUDGET

Budget was presented to the committee. Discussion was tabled until the December meeting so that a maintenance contract budget line can be updated.

MAINTENANCE CONTRACT

Contract was presented to committee and discussed. This will go out for bid before the next meeting.

SUPERINTENDENT'S REPORT

I did hit the ground running as they say. During my first week or so there were several burials in Center and one in Grandview. The Grandview one I had to research and find as Ken approved it and I only had a name and had to go from there. His name was not in the printed reports that were last printed in 2019 and I did not have computer access yet, so I went for a hike. I eventually found the grave with some guidance from the digger Al Mattison, as I asked him where in Grandview the grave was. I am learning. The plat maps that Ken has will be very helpful to me and when we get everything digitized it won't feel so chaotic as it does right now.

I also did my first bit of historical research for some travelers coming to our town to look up their 7 and 8x grand fathers. With Kathy's help, I was able to find the one I could not find on my own. But I found both and wrote a short report historical report of information I found online of both Jeremiah Clark and David Millington and sent it to them along with photos of the graves using the Historical Society Museum as a landmark in the pictures. They sent me an email thanking me for the information and

time I put into helping them, they said it was perfect and very easy to find. They had a wonderful visit to Shaftsbury and the Cemetery.

I have done research on software for digitizing our cemeteries. What we have right now is chaos – if we want it to be right, and organized we need to move away from Nemrc and paper records and move to digitizing what we have. This process may take some time, it will take some money, but it will make the system right and it will make it sustainable for the future – right now how we are doing it is not very good at all.

So far, I have only really looked into Chronicle – as the other big company Cemsites is not transparent with their pricing – which in the SAS industry usually means very expensive. It does not mean unreachable, just expensive. A smaller company is sometimes better because the support is better as you are not a number, you mean something – they offer the same features. For what we need I do not see anything that screams – let's go for the bigger company.

At this time, if the Committee likes the Demo, I would like to ask the Town's Permission to release the plot data I received from Nemrc – to Chronicle, so we can get a accurate quote on what it would cost to import the initial data if we decide to purchase this system and use their software.

CEMETERY SOFTWARE DEMO

Jen gave a demonstration of a new software, Chronicle, that she would like to use for the cemetery records. The committee is in favor of moving to the new software. Jen will get a quote for the software before the next meeting.

With no other business to come before the committee, Peggy made the motion to adjourn, Neal seconded. Meeting adjourned at 11:50.

Next meeting is scheduled for Wednesday, December 1st at 9:00am, upstairs at Cole Hall.

Respectfully submitted,
Marlene Hall