

Shaftsbury Cemetery Committee Meeting

Cole Hall
Tuesday, April 6, 2022
(Draft)

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

Members not present: Peggy Wilson

Kathy Cardiff called meeting to order at 9:07

MINUTES

Minutes were presented from the December 16th meeting. Betsey motioned to accept minutes with minor change, Neal seconded. Motion passed 4-0-0.

OLD BUSINESS

MAINTENANCE

Jen questioned what is involved in maintenance (what is her role vs. Jay's roll). During a discussion it was noted that Jen would be responsible for cleaning the flowers, etc. twice a year and Jay would do the majority of the other maintenance.

BUDGET UPDATE

- The cemetery trust fund (approx.. \$37,000.00) has been moved to the cemetery reserve fund which now has a balance of approx.. \$70,000.00 which the committee can use as needed.
- \$2,275.00 was used for engineering (new gridding) and maintenance (cleanup).
- \$3,000.00 to \$5,000.00 a year will be budgeted to replenish the reserve fund each year starting in FY '22-'23

SUPERINTENDENT'S REPORT

To bring the Committee up to speed on what happened over the Winter:

We just got the Final Approval from the Select Board Approval on the 7th to move forward with Chronicle.

Marlene and I needed a way to see and search Information that we have in Nemrc without altering it— Because we are not going to edit that again and export – because we are giving that data to (a New Company) PLUS more DATA edited by me – So we needed a way to tell what data was EDITED by Me, so Marlene could check to MAKE SURE the Town Land Records Matched so we didn't create another issue down the road. So, I built a system to take care of that for us.

I used a PHP CRUD and database system and API and created a system very similar to Nemrc (it's just a database) that uses our cemetery data in SQL – So each time we ADD a new record it added a YES to the field titled new_record in the database table – So When I export the table – say CTR - for Center – and give that to (A New Company) – I will only have to give Marlene the records that have the new_record YES field attached ! I have also added an NEW to that field for the newly gridded lots that have been added to the system.

So to make a long story short – I basically built a system like: Chronicle without the GIS (Mapping Capabilities) equivalent system in place to use as an “in limbo” editing environment to help us make changes, keep up to date, and also be able to search records when we need to in the interim including all of the edits and additions that I have been making. This system is available on the Town Website Development Cloud Server and is password protected. Marlene and I are the only ones with access to it at this time.

Other Notes:

Internments over the winter: December-March 6th: (7) Total - (4) Center – (3) Grandview

Winter Burials went fine, there is lots of cleanup that needs to be done. I have spoke to Jay. As soon as he can get in there without damaging the ground, he will. Jay is working in all of the Cemeteries as quickly as he can as there was a lot of damage over the winter from the ice storms that we had.

I am running a test with our Rule Boxes and put Rules in Grandview. Seeing if they stay dry though the rain and next snow storm... They work, everything is dry.

A few headstones were damaged by a falling tree in Center and Jay now has the epoxy to fix them. We will do this together as it is a two person job.

March 15th – Call with Chronicle – and David we mutually Decided not to follow through with the Contract.
David is currently vetting a new Company: Cemify – www.cemify.com

OTHER BUSINESS

NEXT VOCA CLEANUP DAY

VOCA Day has been scheduled for September 10, 2022 at the Center Cemetery.

GRANDVIEW FENCING

L & G has promised fence would be ready to install soon.

CEMETERY WALKTHROUGH

Village and Grandview will take place on April 26th. Committee will meet at Cole Hall at 9:00.

Waite, Maple Hill and Center will take place on May 2nd. Committee will meet at Cole Hall at 1:00.

RULES & REGS

Kathy questioned why first paragraph in the rules and regs seemed to be missing. Dave will look into it.

With no other business to come before the committee, Betsey made the motion to adjourn, Neal seconded. Meeting adjourned at 11:30.

Next meeting is scheduled for Wednesday, May 4th 2022 at 9:00am, upstairs at Cole Hall.

Respectfully submitted,
Marlene Hall