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# Town of Shaftsbury

Municipal Offices at Cole Hall  
Cemetery Department

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## Shaftsbury Cemetery Committee Meeting Minutes

November 1, 2023

### Agenda:

- I. Approval of October 4, 2023 Minutes
- II. Approval of New Committee Member-Bryce Johnson
- III. Guest Speaker: Carol Dziubek
- IV. Superintendent's Report
- V. Possible Projects for 2024, Budget
- VI. Other Business

**Present:** Kathy Cardiff, Chair; Betsey Habberfield; Peggy Wilson; Jen Holley, Cemetery Superintendent; and Neal Strong

**Not Present:** David Kiernan, Town Administrator and Marlene Hall, Town Clerk

**Agenda modification:** Carol Dziubek is arriving at 10:00am as she is driving in from West Rutland, Vermont.

Meeting was called to order at 9:01am

- I. **Approval of Minutes:** Peggy made a motion to Approve. The Minutes of October 4<sup>th</sup>, were Approved by a Vote of 4-0.
- II. **Approval of New Committee Member:** Bryce Johnson  
There was no action taken on this matter as Bryce did not show up to the meeting and did not respond to Kathy's Cardiff's email.
- III. **Superintendent's Report** – Jen Holley, Cemetery Superintendent

**Burials:** Since our last meeting there has only been 1 burial.

Marilynn Kenyon - Grandview

**Lot Sales:**

- Sold 4 graves in Center. To the Gronning Family in Section B.

**Lot Pinning System:**

- We now have the Lot pinning system – I will get some rebar for it have it cut and decide if I can do some now or in the spring. I will need a volunteer to help with this.

**Grandview/Cemify Update:**

Picture taking time is just about over for this season. I have hundreds of photos taken to work on over the winter and load into Cemify for Center Cemetery and Grandview Div 4. Over the winter I will be working on Grandview data to enter into Cemify for the other Divisions also, as they have not been added as of yet. Grandview is an ongoing challenge.

**(23) Headstone Cleanings – since last meeting:**

**Grandview: 10/8/23 – 3 Stones**

**Grandview: 10/10/23 – 8 Stones**

**Waite: 10/15/23 – 3 Stones**




**Grandview: 10/18/23 – 3 Stones**




**Grandview: 10/28/23 – 6 Stones – (The Burrington Stone was cleaned at the request of the family)**

*Including the Repairs below:*

**Cemetery Site Maintenance Management Plan:**

Two of the Stones at Waite were on the list as stones I could fix myself.

10/15/23 – Martin Pierce - Footstone – North 4 - Waite Cemetery		
Before	After	After
		

10/15/23 – Belzora Pierce - Footstone – North 4 - Waite Cemetery		
Before	After	After
		

All Photos:

Martin:

<https://onedrive.live.com/?authkey=%21ABxdHKfQg2%5FMJhw&id=81D445090C740D23%212818054&cid=81D445090C740D23>

Belzora:

<https://onedrive.live.com/?authkey=%21AN8hTC12KVjw6OE&id=81D445090C740D23%212818055&cid=81D445090C740D23>

#### IV. Possible Projects for 2024, Budget

- Kathy wanted it noted in the Minutes that the Committee has No Budget Approval for this Year. The Committee will Table discussions of any Projects until we can view the Budget in the Spring. The Committee will also do a walk through each cemetery in the spring to access the needs of each.

## V. **Other Business**

- The Committee Discussed the use of D2 and Wet & Forget. I (Jen Holley) informed the Committee that my supply of D2 is gone, and if I am to clean anymore stones, I will have to use Wet & Forget. We discussed NOT using Wet & Forget on older stones (Softer) as the “history” of Wet & Forget is not as long as D2. It just has not been around long enough for the data. The book I read, “A Graveyard Preservation Primer”, recommends both products, and I told this to the Committee also.
- I informed the Committee that there has been a request to move human remains. The request has come from a family: John Kohutich to move his mother: Loretta Stratton. Her cremated remains are buried in Center Cemetery. – Town Policy/State Law: Statute 18 VSA 5212 – I will inform Mahar that they/the family must follow the Probate Process to move the Remains (all of it – family signatures, and newspaper publishing 45 days wait period) Then the Town Clerk will issue the Permit to allow removal for the family.  
<https://legislature.vermont.gov/statutes/section/18/107/05201>  
<https://legislature.vermont.gov/statutes/section/18/107/05212a>
- The Committee was notified that we are opening Cemify up to the Public over the weekend (Saturday) and presenting it to the Select Board on Monday night at the Meeting. Committee members will try and attend the meeting at Cole Hall.

## VI. **Guest Speaker: Carol Dziubek – 1888 Signature Quilt**

Carol Corey-Dziubek , from the Shaftsbury Historical Society, shared the remarkable signature quilt story that has been in her family since 1888. Since her own retirement, Carol has been researching the quilt, documenting the genealogy and family histories of the 96 people whose names appear on it – 55 of them are buried in Shaftsbury Cemeteries. We would all like to do a Project together to make this more known to the Community and work it into Cemify – Our new Digital Software for the Cemeteries. Over the next few weeks I will build a Digital Web Tour Prototype and work it into Cemify to the grave of the Quilt Block. If we love it I can build out a database and just replicate the idea and build it out and create this and we can produce QR codes, etc... It would be a nice addition to the new system going online next week. This will be fun to develop..