

# Town of Shaftsbury

Municipal Offices at Cole Hall

### **Meeting Minutes**

PO Box 409 61 Buck Hill Road Shaftsbury, VT 05262-0409 (802) 442-4038

## **Cemetery Committee**

Date of Meeting: October 9, 2024

**Members Present:** Kathy Cardiff - Chair, Rosemary Lindsey, Betsy Habberfield, Neal Strong, Peggy Wilson, and Jen Holley - Superintendent

Agenda:

- I. Approval of September 4, 2024 Minutes
- II. Private Cemetery Burials Update
- III. Rules & Regulations: Further Discussion
- IV. IV. Superintendent's Report
- V. Other Business

#### I. Approval of September 4, 2024 Minutes

The September minutes were passed with a 5-0 vote with no amendments.

#### II. Private Cemetery Burials Update

Kathy and Jen visited the Little Rhode Island Cemetery and gave a report to the Committee. All headstones were photographed, and the readable ones were added online and two additional ones that we did not know about were added to the database. Those photos are now viewable on our website. Burial requests in Private cemeteries are decided on a case-by-case basis. This case has been passed by the committee and Kathy will inform the family as the chair and send them a letter.

#### III. Rules & Regulations: Further Discussion

We went over the Rules & Regulations line by line and the document still needs revision.

A lot of discussion about headstone approvals, and cooperation among the different companies.

Jen will try to reorganize it under two categories: Burials and Maintenance using numbers under each section instead of bulleted text.

#### **IV. Superintendent's Report**

Burials: There have been no burials since our last meeting.

#### Lot Sales:

Sold 1 lot in Center – B 111 #8 to Brooke McQuade

#### Center Update:

The tree stump has been removed by DPW in Center cemetery from the tree that was removed in section B.

#### **Headstone Cleanings & Repairs:**



I began the new Program of the 4<sup>th</sup> Sunday for Veterans. The first cleaning session turned out good. Four Volunteers showed up and we were able to clean and repair 17 Veteran Headstones. Here are a few of the cleanings we did that day.



The Winter Visitation signs have been designed, created and given to DPW for installation before winter.

Kathy Cardiff, Gina Jenks and I toured Little Rhode Island private cemetery. I took pictures of all the headstones, and I am working on identifying them and putting them online for viewing and searching on our website.

#### V. Other Business

None.

The next meeting is November 6<sup>th</sup> at 9:00am

Meeting adjourned at: 10:22am

Respectfully submitted,

Jen Holley, Cemetery Superintendent