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Town of Shaftsbury

Municipal Offices at Cole Hall

Meeting Minutes

PO Box 409
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Shaftsbury, VT
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(802) 442-4038

Town of Shaftsbury Cemetery Committee Meeting

Date of Meeting: Wednesday, August 6, 2025, at 9:00 AM, in person at Cole Hall and remotely via Zoom.

1. Call to Order

The meeting came to order at 9am. Present were : Town Administrator Paula Iken, Cemetery Committee members Kathy Cardiff, current chair; Betsy Habberfield, Peggy Wilson, Rosemary Lindsey

2. Agenda

Kathy Cardiff asked to make one change to the agenda. She asked that Other Business be addressed before taking a walk through of the Village Cemetery. The committee approved switching items.

3. Minutes

The July 7th minutes were reviewed.

Betsy Habberfield requested a change to the minutes. The line under "Email Addresses" referring to Betsy Habberfield's technical issues were changed. The phrase "which was acknowledge and addressed. She experienced issues on an older device but confirmed" were stricken and now the minutes read, "Betsy expressed technical concerns with her town email account; however, she still has access and has work it out on her end.

Under "Historical Research & Preservation", Carol Corey's name was updated to reflect the name she goes by, Carol Dziubek. Change was made. Kathy asked that the minutes reflect that "Committee members toured..." be changed to "Kathy & Abbie Dansereau toured..." since it was just the two of them touring the small/private cemeteries and not the whole committee.

Under "Committee Responsibilities & Structure" there was a question with wording "do projects they could handle" to "facilitate projects like the fencing project..." minutes were approved with the amendment.

Motion:

To approve minutes as amended.

Moved: Rosemary Lindsey

Seconded: Betsy Habberfield

Vote: All in favor- motion passed 5-0

After that there was discussion about who would take Meeting Minutes in the future. Ms. Iken stated that committees have been asked to take their own meeting minutes. Suggestion was made that it could be

done round robin, alphabetically. Abbie Dansereau was asked to take minutes. Ms Iken offered to email Abbie word doc templates to help with formatting the minutes.

4. Requested Review of Superintendent's Decision

Question from a citizen to the committee.

-If two people are put in the same urn and placed in the ground together-

1)Does it count as one or two of the three burials allowed per grave?

2)Does the family have to pay for 1 burial fee or 2 burial fees to the Town upon burial of that urn holding two burials?

Discussion commenced with Rosemary Lindsey offering that it would be burying one urn, so charge for one urn. Peggy Wilson proposed it also be viewed as one urn. Consensus is that it is considered one urn, one burial, so town should only charge for one opening of the plot. Nothing was seen in the current rules. Suggested the committee revisit in 2 years or if a statute comes down from the state. Kathy Cardiff will reply to the citizen.

5. Superintendent's Report

Abbie asked if she could help support Jen Holley in the Grandview Cemetery with documenting/cleaning the headstones. Paula Iken thought that was a good idea and she would forward to Jen Holley Abbie's interest.

The committee expressed joy that the abandoned ashes had been reunited with the rightful family.

Everyone agreed that the Teal headstones looked great.

6. Election of Chair. Vice Chair

Kathy Cardiff noted that all previous cemetery committee members had been reappointed by the Select Board and it was now time to elect a Chair. Kathy Cardiff asked if there were any members interested in chairing the committee. Rosemary Lindsey offered that Kathy does a fine job and Kathy agreed to continue. Short discussion about having someone be Vice Chair. Kathy offered that Peggy Wilson could be called as she has in the past when Kathy was absent. Peggy Wilson agreed to do it.

7. Other Business

Kathy Cardiff read aloud a letter she received from Carol Corey Dziubek, Shaftsbury Historical Society, thanking the Cemetery Committee, Jen Holley, DPW for all they do to preserve the history of Shaftsbury. The Shaftsbury Historical Society would like to do a ceremony and place a marker near Governor Galusha's headstone with a Green Mountain Boy flag that was donated on August 23rd at 11am. The historical society is looking to fundraise for markers for other Green Mountain Boy soldiers in the cemetery. They would take responsibility for putting up the markers and taking them down and storing them so as not to burden the Superintendent. They hope to have these markers in time for the 250th anniversary in July 2026. Question was asked if they're allowed to do a ceremony and decided that as it was a memorial it would be ok. Abbie noted that there are other Revolutionary soldiers in the other cemeteries, and it would be nice to recognize them also. Paula Iken suggested that Abbie ask Marlene as she believes Marlene has a list of the other Revolutionary War soldiers already recorded. Kathy had examples of what the cemetery markers looked like to show the other members.

8. Village Cemetery Walk Through

The walk through was postponed until after the next meeting so members could dress accordingly.

9. Adjournment

Kathy Cardiff asked for a motion to adjourn. Rosemary Lindsey moved; Betsy Habberfield seconded. Motion to adjourn passed 5-0-0.



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Cemetery Department

Superintendent's Report - August, 2025

Burials:

There have been 2 burials since our last meeting.

Lot Sales:

There were no sales since the last meeting.

Delivery of Abandoned Ashes

Paula and I delivered the ashes that were abandoned in Grandview last year to a family friend of the daughter of the male (William Quinn) in Arlington, Vermont. The Sheriff tracked this person down with help from Gina, as she had access to a special database because she does research for a law firm.

Grandview Cemify Progress:

I've dedicated significant time to cleaning Division II of Grandview Cemetery. Many of the headstones in this section are not yet included in our records, and in order to document them in Cemify, I need to be able to read the inscriptions clearly. Unfortunately, this can be challenging - if a stone is too dirty to read, I can't accurately enter the information. As a result, the process is both meticulous and time-consuming.

Thankfully, I've had some help along the way. Cam Mays, the son of our bookkeeper, has assisted several times and consistently does excellent work. My friend Beth also volunteered, and together we spent this past Sunday morning working in the section.

Although the task is demanding, I'm committed to seeing it through.

A few Before & After examples:



Headstone Replacement Update:

The replacement headstones have arrived and have been installed in lot 165 – 1 & 2.



The foundations dug and laid out.



Stones Installed.