

DRAFT - Cemetery Commission Meeting, Tuesday April 19, 2016

1) CALL THE MEETING TO ORDER

Cynthia Nau called the meeting to order at 7:09 PM

Commissioners Present: Cynthia Nau, Michael Winot, Howard Osgood, and Douglas Wellman (7:50 pm)

Public Present: Guy Tanza, Dorothy Maggio

2) REVIEW AGENDA

Add appointment of vacant seat on commission

3) REVIEW AND APPROVE MINUTES FROM LAST MEETING

Cynthia Nau motioned to accept the minutes of the November 20, 2014.

Howard Osgood seconded the motion.

All present voted to accept the minutes from November 20, 2014

4) ELECTION OF OFFICERS

Cynthia Nau moved to appoint Dorothy Maggio to the Cemetery Commission.

Howard Osgood seconded the motion.

All present voted to appoint Dorothy Maggio to the Cemetery Commission.

Dorothy Maggio made a motion to nominate Cynthia Nau for Chair of the Cemetery Commission

Cynthia Nau accepted the nomination

Howard Osgood seconded the motion. All present voted in favor of Cynthia Nau as Chair for the Cemetery Commission.

Cynthia Nau motioned to nominate Howard Osgood as Sexton.

Howard accepted the nomination.

Dorothy Maggio seconded the motion to nominate Howard Osgood as Sexton.

A vote was taken and all were in favor of Howard Osgood being the Sexton for the Cemetery Commission.

Cynthia Nau made a motion to nominate Dorothy Maggio as Clerk for the Cemetery Commission

Dorothy Maggio accepted the nomination.

Michael Winot seconded the motion to nominate Dorothy Maggio as Clerk.

A vote was taken and all were in favor of Dorothy Maggio as Clerk for the Cemetery Commission.

A brief discussion ensued regarding electing a vice chair to the cemetery commission. It was decided that if the Chair could not be available for a meeting then the meeting will be rescheduled. No vice-chair was elected.

5) OLD BUSINESS

A. FINANCES

Guy Tanza handed out the Cemetery Fund 3 Balance Sheet

Assets are \$5,973.45

\$1,000.00 of this is restricted (only the interest can be spent)

\$4.69 of interest was earned

\$450.00 was spent on maintenance

No changes were made to the cost of a plot at the cemetery.

It was requested that line item accounting for the cemetery funds be done so that it reflects donations or income from the sale of the fence.

B. LOT SALES

A discussion about recording the deeds developed

Guy Tanza, Town Clerk asked about the role of the commission and record keeping.

It was decided that deeds sold for cemetery land should be handled and recorded by the Town Clerk at Town Hall.

Howard Osgood noted that he needs to know who bought what lot. It was suggested that if/when someone comes to Town Hall requesting to purchase a cemetery lot, that Howard be contacted by phone. 365 7668. Howard will be available to meet with the resident at the cemetery as they select the plot they want. The Town Clerk will collect the money due, and record the deed.

The cemetery maps were brought out and reviewed. Cynthia mentioned that she thought that Penny Harrington had digitized the cemetery lots and graves. Some of the maps were older and not up to date. Cynthia offered to contact Penny to see if she had indeed digitized the cemetery lots/graves and if so we could keep it updated.

At 7:50 Doug Wellman arrived and a discussion about how many cremated remains per grave were allowed. At this time there is no limit.

1 lot can hold 8 graves

A discussion about private cemeteries ensued. The Cemetery Commission is responsible for Riverside Cemetery. The other private cemeteries are the responsibility of the town and Selectboard. Cynthia Nau maintains the little cemetery at her farm. An email from Peter Meyer was read by Dorothy Maggio

regarding broken head stones at the "Cerbo Farm Cemetery" on Grassy Brook Road. Since this is a private cemetery, the Selectboard will follow up on his concerns.

Guy Tanza inquired about the need to join the Vermont Cemetery Association. Doug Wellman and Cynthia Nau concurred that there is no requirement to join the association. Cynthia Nau said she would call the Vermont Cemetery Association and ask them about the dues rate.

#### C. FENCE REPAIRS

A discussion regarding replacing the fence by the cemetery occurred. Doug Wellman read aloud the law regarding cemetery fencing. 18.5361. It does not appear that a fence is required. Cynthia Nau offered to call and find out more information.

It was noted that a fence would not keep out a vandal but it might keep out livestock.

#### 6) NEW BUSINESS

Mike Winot brought a message from a flag provider to order flags for Memorial Day. (Flag Shop of VT 879 4542)

Guy Tanza went into the basement and brought up a box of flags. Dot Maggio counted the flags and it was determined that no new flags needed to be order for 2016. Doug Wellman asked when the flags should be removed from the graves of veterans. It was mentioned that the flags should be removed the next day. Last year the flags were not put on the graves. Mike Winot said his parents often put up the flags in the past. Cynthia Nau offered to contact Penny Harrington and ask her for the list of veteran's that were in the cemetery. Old damaged flags need to be turned in so that they can be properly destroyed.

Once Cynthia gets the list of graves that would get a flag on Memorial Day, she will contact the Cemetery Commission. Memorial Day is Monday May 30<sup>th</sup>.

Dot Maggio provided a web link to a book written in 1886 entitled The Local History of Brookline Vt. The General History of the Town by Charles P. Stickney and The History of the Baptist Church by John B. Stebbins. These were written for volume V. of the Vermont Historical Gazetteer. Here is the web link to the book.

<http://www.ancestraltrackers.net/vt/counties/windham/local-history-brookline.pdf>

#### 7) ADJOURNRE THE MEETING

Howard Osgood motioned to adjourn the meeting

Mike Winot seconded the motion to adjourn the meeting

A vote was taken and all were in favor of adjourning the meeting

The meeting was adjourned at 8:40 pm