

Waterbury Cemetery Commission

December 1, 2021, 2021 4 pm

Steele Room (Municipal complex)

DRAFT MINUTES

Present: Jan Gendreau, Jill Chase, Barbara Walton, Amy Kinsell ,John Woodruff and Bill Shepeluk, Town Manager

Minutes of November 3, 2021 approved

Financial/Budget/Route 100 Cemetery Insurance Update 2021

Bill Shepeluk reviewed the Current Budget Status Report and Balance Sheet for November 2021. Bill mentioned several items such as the following:

1. The \$25,000 donation from the Florilla Ames Estate donated to the Maple Street Cemetery Association. Although the Maple Street Cemetery Association does not exist anymore the money will be put into general cemetery fund with a focus on funds being spent into Maple Street.
2. Although only \$5,000 was added from the 2021 general funds to the cemetery budget we may return to the average amount of \$15,000 per year once Town evaluates the continued impact of covid.
3. The 2022 BUDGET WAS discussed, and committee felt that the suggested expenditures would continue to be the same for 2022 budget for Grounds Maintenance, Contractors, Tree Maintenance and Contractors.
4. Bill discussed the status of the Route 100 Waterbury Cemetery repair and replacement of the stones damaged in the automobile accident in 2021. The fence has been replaced and paid for from the town insurance but have not received any agreement of payment for the stones. It was suggested from the committee that we vote on a motion to accept the Vermont Monument Company estimate for repair of four stones and the resetting of one stone for \$1,300. **The motion was made by John Woodruff to accept the Vermont Monument Company to repair four stones and reset one stone for \$ 1300.00. It was unanimously accepted.**

Old Business

Loomis Hill Update

Barbara will notify Jarett Emert via letter concerning the right of way signage to Loomis Hill Cemetery.

Digitizing cemetery data

John reported Waterbury uses the plot book to maintain cemetery data and it is accessible in the Town Managers Office

Committee discussed with Bill the hiring of a possible employee for the cemetery workload. Person would meet with the cemetery commissioners each month to discuss work to be done. Jan brought up the need of possible hiring for the work that continues to not be done such as leaf removal/parameter debris cleanup another contractor to do the Spring and fall clean, up. A suggestion came up during the discussion that Town might consider removing Parks from Highway Department Bill will check with other departments about the fulltime possibility

Assignments for January 2022

1. Barbara to contact Highlander Property Services about looking at the cleanup of the parameters of Hope, Maple street and Route 100 cemeteries
2. Committee members need to be thinking about items/activities we would like to put into 2022 budget.
3. Barbara needs to send a letter to Jarett Emert about meeting with commissioners and concerns about signage for Loomis Hill Cemetery.
4. Committee will begin to discuss the pros and cons of “green burials “.
5. Bill will check with other departments about the fulltime possibility.

**Next Meeting: January 5, 2022 4pm
Steele Room**

Respectfully submitted
Barbara Walton