

**Waterbury Cemetery Commission Meeting  
December 7, 2022, 4pm  
Steele Room**

Present: Jan Gendreau, Jill Chase, Barbara Walton, John Woodruff, Bill Shepeluk (outgoing Town Manager, January 1, 2023) Tom Leitz (future Town Manager, January 1, 2023)

Absent: Amy Kinsell

Guests: Pat Toporowski, Vermont Stone and Horticulture; Bill Woodruff, Waterbury Public Works Director

**Agenda**

1. **Minutes** for November 2022 read by John Woodruff and approved.

2. **New Business**

**Discussion of Maple St. Entrance with Pat Toporowski of Vermont Stone and Horticulture**

Possible design elements were discussed such as utilization of stone or granite. Several other comments were made about the parameters of the entrance: no gate; signage would be added and acknowledging the Ames donation; Bill Woodruff stated there is a waterline to the left of the entrance and entrance is 11 1/2 feet off the road.

**Financial - Bill Shepeluk and Tom Leitz** reported to the committee on budget status (handed out as of Dec 1, 2022). Although we have lost some funds our overall total remains stable. Committee needs to get draft budget for 2023 to Tom Leitz hopefully by January 2023. John will take the lead on getting budget to Town Manger. One of recommendations from committee was to increase contractor's line and tree maintenance. John mentioned that Daryl, individual that cuts/maintains Hope Cemetery, will be retiring in March 2023

3. **Loomis Hill** – Barbara reported her last visit to the cemetery found a downed tree just outside of the entrance gate. Will put removal of the tree in the spring of 2023.

4. John Woodruff will write a description of what his job involves as a “sextant” and send information to the committee members and Bill and Tom.

5. **Miscellaneous Topic**

It was mentioned that there is an old picture of (Maple Street Cemetery) on Find a Grave web site. John will see that the picture on the web site is updated.

**December Assignments**

1. John will see that the picture (Maple Street Cemetery) found on Find a Grave web site is updated.
2. John will send description of his “sextant” activities to committee and Tom and Bill; and
3. Committee will send comments on the budget for 2023 development to John.

**Next Meeting: January 4, 2023, 4pm  
Steele Room**

Respectfully submitted, Barbara Walton