

WILLIAMSTOWN CEMETERY COMMISSION

May 23, 2019
Minutes - Draft

Present: John Perkins, CH, Susan Lyons, Matt Couillard, Daphne Herwig, Orvil Lasell
Joe Mangan

The Meeting was called to order at 7:05 P.M.

Minutes: Minutes from the April 25, 2019 Meeting were reviewed. Motion to accept as presented made by Matt C., 2nd by Daphne H. Minutes approved.

Budget Status Report: Budget Status Report for 5-21-19 presented.

Warrants: Kirkyard Services, LLC for May 2019, \$3,687.50; Kirkyard Services, burial and misc. expenses, \$2,482.50; Montpelier Stove & Flag Works, \$328.00.
Total paid out = \$6,498.00

Income: May burial income received \$1,525.00. May burial payments included: D. Poirier; L. MacAskill and V. MacKenzie.

New Business:

John P. Talked about the ledge on the Poirier lot during the digging. Discussion followed regarding the cost and who to send the bill to. It was decided to split the cost with the family as we had done in previous situations.

Joe M. Had notified Nick at Hooker-Whitcomb when this occurred. Spoke with Nick again and Nick will get in touch with Mrs. Poirier to explain and let her know that she would be receiving an invoice from the Cemetery Cmsn.

John P. It has been noted that Joe is charging \$650.00 for full burials this year and we will need to go up ourselves to \$650.00 in the Fall when we set our new budget. We will also need to send a note with our new prices to all the Funeral Homes.

Joe M. I'll be taking care of installing the two markers on the Poor Lot. Fred Blanchard is no longer doing foundation work.

John P. I received a price quote of \$350.00 from VT Expert Tree & Landscaping on the trees to be pruned in Village. Can we have a motion to accept this bid. Motion made to accept by Susan and 2nd by Matt. All approved. John will call Jeremy on Friday to set up a time. Also, I have typed a proposal for the road in West Hill and have a bid from Estes. Spoke to Logan Clark and will meet with him on Friday at West Hill.

Matt C. Were you able to check with K. Bellavance?

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John P. No. I would like to go with these two, Estes or Clark. Once we get Mr. Clark's bid – can we pick the lowest and go from there?

Daphne H. I'll make the Motion to accept the lowest bid - -2nd by Matt.

John P. I had asked Orvil to get a price quote on cleaning 40 stones from Dirty Rock Company. We received their estimate for \$345.00 – 40 stones to be cleaned in the Village Cemetery. Asked Joe what his price was.

Joe M. Still \$10.00 per stone.

Susan L. There are more than 40 stones still left to be cleaned. I'll make the Motion for Dirty Rock to clean 40 stones in the Village Cemetery. 2nd by Daphne.

John P. Susan, please give them a call and let them know. (Note: John will meet with them and pick out the stones to be cleaned.)

We need to check with the Trustees of Public Funds to be sure that our split is correct. This should be done every year or 6 months. (Refer to State Statue 5309). Should send them a note and ask to be put on their Agenda for their next meeting. Include a copy of the Statue.

I also spoke with Jenn Allard, Town Treasurer, regarding the road work to be done in West Hill and we found a Cemetery Project Reserve fund that has \$22,309.74 in it that we can use. We will need to write a request for the amount that we will need.

She also located a "Cemetery Burial Fund" that has \$5,475.83 in it that can be used for ledge removal.

A "Cemetery Perpetual Care" fund that has \$7,534.15 in it that can be used for repairing stones.

One more - - a "Cemetery Donation Reserve" that has \$5,424.58 in it. Should check into this and see if we can locate the origins. Jenn thought it went back 4-5 years.

Joe M. Asked the commission members if he should mow on Friday or wait until Saturday so that the cemeteries would look nice on Monday for the Memorial Day holiday. All agreed with Joe to do it on Saturday.

John P. Any more business?

Joe M. Sunken graves and stones down that will need attention. Also – in the Village Cemetery – over by the shed – there is a tree that should be taken down. Could have Jeremy take a look at this when he is in the cemetery.

John P. There are also three stones on the back side of Village Cemetery that the woods are taking over.

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Orvil L. At the Trustee of Public Funds meeting there was discussion regarding the Virtus Funds (East Hill) and possibly putting them in with Wells Fargo.

John P. We could fold them in with the rest, but, it has to be kept separate as restricted for East Hill only.

Orvil L. The Virtus Fund had a very good increase this year!

Old Business:

John. We will need to get a count on the number of stones to straighten, estimated number to be cleaned – especially in East Hill.
Any more business? None.

Susan L. I make the motion to adjourn this meeting - - 2nd by Daphne H.

MEETING ADJOURNED AT 8:00 P.M.

NEXT MEETING: June 27, 2019
