

WILLIAMSTOWN CEMETERY COMMISSION

August 28, 2025 * * Minutes - Draft

Present: Matt Couillard CH, Susan Lyons, Daphne Herwig, Matt Walker, Joe Mangan
Guest: Gerald Quintin

The Meeting was called to order at 7:04 P.M. at the Town Office.

Minutes: Minutes from July 24, 2025 were reviewed. Motion made by Matt W. to accept as written, 2nd by Daphne H.

Budget Status Report Dated: August 25, 2025 - Current Year – was presented and reviewed.

Warrants: Hill House Estates/Inv.#2451 (\$5,125.00) August Contract Services: Hill House Estates/Inv.#2407 (\$700.00) – (2 Crem. Burials/Adams; Carpenter); Peter Flood/Inv #887934 (\$450.00) – Groundhog removal from Village and East Hill Cemeteries.
Total = \$6,275.00

Income: None

NEW BUSINESS:

Susan L. Introduced Mr. Quintin - - he is looking for a cemetery lot in the Village Cemetery. Joe met him and showed him a couple of lots available and he has a question on the purchase of a 5x5 lot - - whether or not he could have (4) cremations on it. Our Rules and Regulations allow for 2 cremations. He has 4 family members that he would like to have buried on it.

Joe M. Mentioned that Mr. Quintin was not going to put an upright stone on the lot. By putting a grass marker on the lot that will leave more room to put 4 cremations on the lot. It seems that there will be plenty of room on a 5x5 for this.

Gerald Q. No – planning on a grass marker with all 4 names on it. Myself, my wife and my two sons.

Susan L. The grass marker that he is looking at will have four names and dates on it so it will be larger than a standard grass marker.

Matt W. As it is just a grass marker it will not need a foundation so that will leave extra room.

Matt C. How much room does a cremation take?

Joe M. Usually just a 12 x 12 vault – so it's really small. I usually dig an 18x18 hole but there's still plenty of room there as long as there's no headstone.

Discussion followed. Some cremation boxes are very small.

Daphne H. We would have to vote on this.

Matt C. What are some of the other cemeteries doing?

Joe M. Some of them are running out of room the more you can put on a lot the better and if there are only grass markers it makes it easier.

Susan L. Asked Mr. Quintin if he had checked into the grass marker yet. Also reminded Mr. Quintin that we would need a copy of the design with dimensions for approval.

Gerald Q. No, I haven't because I wanted to make sure if you ok'd the lot for four cremations.

Matt C. What are everyone's thoughts?

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Discussion - - This is an exception to our Rules.

Unless it becomes more of a need and then we might need to discuss changing this rule.

If you put a slant on a 5x5 lot you probably are not going to allow for 4 cremations – so this will need to be with the understanding that it will be allowed for grass markers only.

Matt C. Just curious – if there are two cremations in one vault ??

Joe M. There is a separate charge for each burial. Paperwork involved.

Matt C. We need a motion to allow for 4 cremations on a 5x5 lot.

Matt W. I will make a Motion to allow Mr. Quintin to have four cremation burials on a 5x5 lot with the understanding that it allows for a grass marker only, no base needed.

Daphne H. 2nd the Motion
All in favor - - all agreed – Motion passed.

Susan L. So, I will see you in the office at some point to take care of all the details.

Gerald Q. Yes, I will be in. Thanked everyone our decision.

Matt C. Asked Joe for his report on the cemeteries.

Joe M. It's been real quiet and the stone in the Village, we will get that done this fall. It's been so dry we have left off some of the weedwacking especially on the banks. We don't have anything scheduled for the rest of the year.

Susan L. We had talked at last month's meeting of closing the gate and locking it – at the West Hill Cemetery – the gate off Henry Road. Is that something that you guys can do? There are berry bushes growing around it and you might have to dig down a bit to shut the gate. Keeping it locked forever. The gate is getting old and it might save it from having to be replaced anytime soon.

Joe M. Yes – we can do it. Haven't really used that gate much anymore.

Susan L. In East Hill there is supposed to be a foundation needed for Virginia Bailey. Has Jonathan gotten ahold of you for that?

Joe M. Yes – he did. He knows where it is. He should be all set.

Matt W. Does he do a pretty good job?

Joe. M Yes he actually does a good job!

Daphne H. What is the situation with the groundhog?

Discussion - - we paid him for the job. He got four out of Village and two out of of East Hill. He has already picked up his traps. This might be an on-going yearly event.

Susan L. Michael Pierce passed away recently and his family has asked about putting a slant on the family lot. Looking back in the Pierce folder we have on file – back in 2022 we had talked to Michael because he was allowing the Adams family (his sister and her husband) to be buried on the family lot and they had put a slant on it – to the left of his Dad's monument. He had spoken to the Cemetery Commission to ask whether or not there would be room for a slant to be put on the backside of the monument and two cremations for he and his wife. We had looked at the lot and the board had given him permission to do this.

Joe M. I have talked to the family about his pretty extensively and there is no more room on this lot.

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- Susan L. We had it measured back in 2022 and we told him at that time that he could put a slant on the back side of the stone that is there.
So, just a heads up. I haven't heard anything yet on his burial, have you Joe? I referred to the Sept. 2022 minutes and read the decision that the board had made at that time. I will let Justin Bolduc know that we stand by the 2022 decision for a slant to be placed on the backside of Pierce stone.
- Joe M. No, I haven't heard anything yet. There is room on the backside for the stone and cremation burials.
- Susan L. Village Fence bids - - we sent out 5 letters and only received one back. It was from Mike MacAskill and he called Matt C. to go up and look at the job. The total bid was for \$3,380.00 and it included Labor, disposal of the old fence and fasteners for fencing if not provided. The fasteners he is referring to could be the bolts that might need to be replaced.
I also have the quote from rk Miles and their estimated price is \$4,990.08 w/o tax as we are tax exempt. Jackie, our Town Mgr. gave me a form to give to rkMiles. So, rkMiles priced the top board separately in case we decided not to replace it. If we do not replace the top board then the total would be \$3,640.78 plus white trim screws (750 Lin. Ft) for \$370.00. My thinking because the fencing is along side the road it will look nicer. When we replace the boards along the back and at the bottom of the cemetery we won't need the top board. It's up to everyone else of course.
- Matt W. There is around \$16,000 that is available for projects.
Discussion followed. Rounding figures up - - rkMiles and Mike MacAskill to \$9,600 roughly.
- Matt C. When Mike and I spoke I said that we would like it done by November. He thought that he could get it done by then.

Discussion followed on date that the cemeteries are locked up. Depends on the weather and when we pick up the flags at the end of the season.
New chains are needed for the Village gates. Poulin should have these. Joe will look into this.
- Matt C. Mentioned that Mike wanted to look at the material list to make sure that we ordered enough. We should check with him on this before we order it. His helper measured while they were there.
- Matt W. I'll make the Motion that we accept the Bid from Mike MacAskill as presented.
2nd by Daphne H. All approved and Motion passed.
With the understanding that the job be completed by Nov. 15th.
- Matt C. A letter will need to be sent to Gary Storrs, Trustee of Public Funds requesting funds.
Discussion on dollar amount - - ask for \$10,500.
- Matt W. The Village Cemetery - - tree limb needs to be cut down - - I would be glad to do it. Also, at the bottom of that corner - - the Miner stone the trees need to be cut. Also the Lilac tree.
- Daphne H. It could be my grandparents' lot. I had cut them down around 2-3 years ago. They have grown back. I would like them cut down to the ground.

Discussion - - our rules note that we are able to remove any planting that is not cared for or becomes unsightly or a nuisance, it may be trimmed or removed.

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Matt W. Also the corner post in the East Hill cemetery needs to be stood back up.
Matt C. I can do it.

Matt C. Anything else? Nothing - -

Susan L. I'll make a Motion to adjourn. 2nd by Daphen H. - - All agreed.

Meeting adjourned at 7:50 p.m.

Next Meeting: September 25, 2025
