

Waitsfield Cemetery Commission

DRAFT: Agenda for meeting Thursday, September 25, 2025

Waitsfield Town Offices

6:00 pm

1. Welcome and agenda review (6:00 pm - 5 min) Robin M
2. Public comment (6:05 pm - 5 min)
3. Review and approve minutes of August 18, 2025 Meeting (6:10 pm - 5 min) All
4. President's report (6:15 - 5 min) Robin M
5. Treasurer's report (6:20 pm - 10 min) Nancy
 - a. General Financial report
 - b. Missing check from Elizabeth Pierce Campbell
6. Sexton's report (6:30 pm – 20 min) George
 - a. Installing new chain
 - b. Preferred Monument Suppliers list
 - c. Tree assessment from Matt Holland
 - d. Veteran Flags and using Pex to hold them up
 - e. Burials
 - f. Lot Sales
 - g. Paula Brown/Henri Borel lot issue
 - h. Wilson Monument update
7. Old Business (6:50 pm - 60 min) All
 - a. Gravestone cleaning update: Robin P.
 - b. Cemetery Software Module: Mark and Robin
 - c. Artifacts and Historical documents
 - i. Suggestions for improvements after the Brown/Borel mystery
 - d. Natural Burials: Revisit WCC's guidelines- LB
 - e. Scattering Garden: Laura and Robin P.
 - f. Day of the Dead Fundraiser: Robin M
 - g. Community Event including Documentary about the Vermont Forest Cemetery: Laura B and Robin M
 - h. Vermont Cemetery Association: RM
 - i. Use of metal detectors in the Waitsfield Cemeteries. Robin
 - j. Bluebird Boxes in Common Cemetery: Laura
 - k. Irasville Shed Upkeep
8. New Business (7:50 pm – 5 min)
9. Schedule next meeting and adjourn (7:55 pm – 5 min)

Waitsfield Cemetery Commission Meeting Minutes

Monday, August 18, 2025

Waitsfield Town Offices

6:09 pm

1. Welcome and agenda review Robin M
2. Public comment No public present
3. Review and approve minutes of July 2, 2025 Meeting - Unanimously approved.
4. President's report Robin M (See Old Business)
5. Treasurer's report Nancy: Unanimously approved.
 - a. Town Audit- cemetery report complete
 - b. NSB balance: \$44,771.52
 - c. Town FY '26 allocation of \$15,000 has been received and deposited.
 - d. Of our \$5000 supplies (FY 25-26) budget- have spent \$751.88
 - e. Nancy will add moth balls to the shed to deter mice.
 - f. Letter received from Elizabeth Pierce Campbell re. where family members should be buried in their purchased lots. She says she sent a check for \$450 for perpetual care. The check was not included with the letter. George Jr. will call her to say she has already paid for perpetual care. George will advise her to stop payment on the check.
6. Sexton's report George. Unanimously approved.
 - a. Installing new chain: needs to be installed. It is in the shed stored.
 - b. Create a list of monument businesses to offer plot buyers.
 - c. Tree assessment from Matt Holland- to be cont.
 - d. Veteran Flags and using gray Pex to hold them up: 6" Pex sections, put 3' into the ground. George Jr will cut a 6" length and place it in the ground as a trial.
 - e. Common Cemetery Fence needs to be fixed ASAP. Need 15 rails and 5 posts from FE Hart. Robin M. will order them and deliver where George Jr. specifies.
 - f. Burials- none scheduled at this time.
 - g. Lot Sales: John Reilly, Common Cemetery; Richard and Deborah Rivers, single lot; Rick Beale (Virginia Joslin's stepson) wants to put a headstone on Virginia's plot in honor of his father, Common Cemetery. George Jr will ask where the headstone will be placed.
 - h. Horse monument installation will be this Fall: Matt Calagni will install. Sculptor, Jerry Williams... If drainage is needed George Jr will report to WCC.
 - i. Owen Wimble's niece wants to put a headstone on Owen's parents' lot for her mother/Owen's sister. George Jr. will suggest she choose a plain grass marker.
 - j. Jeff, Vermont Monuments, delivered the cornerstones to Irasville cemetery shed. Jeff did return and complete his unfinished, but paid for, monument repair work. Phew!
7. Old Business All
 - a. Gravestone cleaning: Robin P. : Robin P. will clean more when the weather is cool. D2 should not be scraped, just sprayed on marble headstones.
 - b. Cemetery Software Module: Mark and Robin: will meet with Julie Burns, Warren CC.
 - c. Artifacts and Historical documents
 - i. Storage: Robin: done! Now in 2 boxes in a closet upstairs, Town Office. Nancy will add old checkbooks, etc. to storage box.

- ii. History of the perpetual care trust: Nancy- ongoing.
- d. Water rights at Mill Hill: dormant issue at this time.
- e. Natural Burials: Revisit WCC's guidelines- tabled.
- f. Scattering Garden: Laura and Robin P.- ongoing.
- g. Day of the Dead Fundraiser: Robin M- daffodil bulbs from Costco, 4 bags. Robin will purchase.
- h. Brochure: Robin M: DONE!
- i. Community Event including Documentary about the Vermont Forest Cemetery: Laura B and Robin M, 10/16/25, 5-7.
 - i. 2nd article (in 4 part series) for the VR, 8/21/25.
 - ii. Robin P. will organize the refreshments....
- j. Annual Meeting with Valley Cemetery Commissions: Laura and Robin M
 - i. Tour of Green Mount Cemetery- successful.
 - ii. Tour of VT Forest Cemetery- successful.
- k. Vermont Cemetery Association: RM- Patrick Healy has retired, but is still working at Green Mt Cemetery. It seems no one is now Chair of the VT Cemetery Assoc.
- l. Use of metal detectors in the Waitsfield Cemeteries. Mark: Cemetery bylaws preamble. Mark shared a draft.

“ Cemetery bylaws preamble: Cemeteries and conduct by the public on cemetery grounds are governed by State law, 18 V.S.A, 5300-5579.

Removing items from public land and metal detecting are not permitted, per State lw, 22 V.S.A. 762.”

LB moved that we adopt this preamble. Robin P. seconded. Unanimously approved.
- 8. New Business- none
- 9. Schedule next meeting Th, Sept. 25, 2025
- 10. adjourn: 7:57 pm

Waitsfield Cemetery Commission

FINAL: Agenda for meeting Monday, August 18, 2025

Waitsfield Town Offices

6:00 pm

1. Welcome and agenda review (6:00 pm - 5 min) Robin M
2. Public comment (6:05 pm - 5 min)
3. Review and approve minutes of July 2, 2025 Meeting (6:10 pm - 5 min) All
4. President's report (6:15 - 5 min) Robin M
5. Treasurer's report (6:20 pm - 10 min) Nancy
6. Sexton's report (6:30 pm – 20 min) George
 - a. Installing new chain
 - b. Cornerstones from Vermont Monuments
 - c. Tree assessment from Matt Holland
 - d. Veteran Flags and using Pex to hold them up
 - e. Burials
 - f. Lot Sales
7. Old Business (6:50 pm - 60 min) All
 - a. Gravestone cleaning: Robin P.
 - b. Cemetery Software Module: Mark and Robin
 - c. Artifacts and Historical documents
 - i. Storage: Robin
 - ii. New items discovered in Town Vault: Robin
 - iii. History of the perpetual care trust: Nancy
 - d. Water rights at Mill Hill: Robin to talk with Kinny Perot
 - e. Natural Burials: Revisit WCC's guidelines- LB
 - f. Scattering Garden: Laura and Robin P.
 - g. Day of the Dead Fundraiser: Robin M
 - h. Brochure: Robin M
 - i. Community Event including Documentary about the Vermont Forest Cemetery: Laura B and Robin M
 - j. Annual Meeting with Valley Cemetery Commissions: Laura and Robin M
 - i. Tour of Green Mount Cemetery
 - ii. Tour of VT Forest Cemetery
 - k. Vermont Cemetery Association: RM
 - l. Use of metal detectors in the Waitsfield Cemeteries. Mark
 - m. Bluebird Boxes in Common Cemetery: Laura
 - n. Irasville Shed Upkeep
8. New Business (7:50 pm – 5 min)
 - a. Monument for Joan Wilson
9. Schedule next meeting and adjourn (7:55 pm – 5 min)

FINAL: Waitsfield Cemetery Commission Meeting Minutes

Wednesday, July 2, 2025

Waitsfield Town Offices

6:00 pm

Present: Robin M., Robin P., Nancy, Mark, Laura, George Jr.

1. Welcome and agenda review: Robin M
2. Public comment : none
3. Review and approve minutes of June 9, 2025 Meeting Mark noted a correction “unanimously approached” to say “unanimously approved.” Unanimously approved.
4. President’s report Robin M – no report
5. Treasurer’s report Nancy: Unanimously approved.
 - a. NSB Checkbook balance: \$38, 696.94
 - b. Deposited Trust check 6/25/25 pf 20K
 - c. Working on FY Audit for Town of Waitsfield and projections for the rest of 2025 and FY ’25 and ’26.
 - d. Robin and Nancy worked on WCC financial spreadsheets prior to the meeting.
6. Sexton’s report George. Unanimously approved.
 - a. George gave checks to Nancy for three burials (1 full and 2 cremations),
 - b. Ordering new chain: Laura moves, “New chain be ordered to replace chain link in front of Irsaville Cemetery at a cost not to exceed \$900.” Robin P., seconded. Unanimously passed. Nancy will order the new chain from Amazon.
 - c. Cornerstones: ordered from Jeff, no response. George has reached out to Green Valley Memorials, Randolph for cornerstone options and prices. Robin plans to contact Jeff about incomplete work, needing to find Wattle gravestone. George Jr. will send Robin a photo. Mark is visiting Livingston Memorials, Bristol and he’ll find out if they do cornerstones. After Jeff completes his unfinished headstone work for the WCC, a new vendor will be selected to order cornerstones from and to do headstone repair.
 - d. Tree assessment from Matt Holland- to be cont. George Jr. left Matt messages.
 - e. Mowing- full time right now!
 - f. Veteran Flags: Robin M. purchased Pex pipe, 10” sections to hold flags. George Jr.- “wonderful idea!” George has a Pex cutter.
 - g. Lot Sales- none.
7. Old Business All
 - a. Gravestone cleaning: Robin P. – in progress. Robin will contact Mary Murphy, Moretown CC, to find out what they paid to have an entire cemetery of gravestones cleaned. Then we’ll decide how to proceed with cleaning.
 - b. Fencing at the Common Cemetery: At the June meeting, Robin M presented a photo of Common Cemetery without a fence. Ongoing discussion. Tabled.
 - c. Cemetery Software Module: Mark- M, T and Th afternoons the Town computer is available to work on the Cemetery Module. Julie Burns, Warren CC, is organizing a Zoom meeting with the cemetery software module vendor to explore how this module can be accessed on home computers. Mark and Robin M. plan to join that Zoom. Robin M. will contact Julie.
 - d. Artifacts and Historical documents

- i. Storage: Robin
 - ii. New items discovered in Town Vault: Mark. August meeting we'll review contents of the box.
 - iii. History of the perpetual care trust: Nancy- to be continued.
 - e. Cemeteries Capacity: Robin and George, Jr- tabled.
 - f. Water rights at Mill Hill: Laura and Robin P: Laura shared an update from attorney, Ted Joslin.
 - i. Ted did a title search and discovered that deed #218 (Town of Waitsfield gave water rights to Kathans (currently Strobe Connell's residence) in 1950 in trade for a small parcel of land that got added to Mill Hill Cemetery. The deed states that the three homeowners (Kathans, Richardson and Kew) "agree that the spring of water situated on Pine Hill, so called, and the pipe line from said spring to our residences, which now furnishes water to our residences and the cemetery fountain shall be maintained by us equally, and we are to share the water equally; we are also bound to furnish a stream of water to the cemetery fountain."

The most recent deed, Hall sold to Connell, Vol. 155, p. 72, states that the Waitsfield Cemetery and 294 Bridge St. (Connell's house)- each property is solely responsible for the maintenance of line and components serving only its property.
 - ii. Ted does not believe the WCC has an obligation to pay for maintenance of the spring and spring lines, based on the findings in the #218 deed.
 - g. Natural Burials: Revisit WCC's guidelines- LB- to be cont.
 - h. Scattering Garden: Laura and Robin P.- to be cont. Plan to visit Stowe memorial cemetery garden this summer. Laura send Robin P. photos of potential sites, taken in May.
 - i. Day of the Dead Fundraiser: Robin M. – to be cont.
 - j. Brochure: Robin M- it's ordered and shipped.
 - k. Community Event including Documentary about the Vermont Forest Cemetery: Laura B and Robin M: Earth to Earth film, October 16, 5-7 pm; Free event. Laura and Robin will work with Claudia and VT Forest Cemetery team- Michelle and Jim- on the PR and other details.
 - l. Annual Meeting with Valley Cemetery Commissions: Laura and Robin M
 - i. Tour of Green Mount Cemetery: last week of July
 - ii. Tour of VT Forest Cemetery: 7/28
 - m. Vermont Cemetery Association: RM- to be cont.
 - n. Use of metal detectors in the Waitsfield Cemeteries. Mark will follow up with York.
 - o. Bluebird Boxes in Common Cemetery: Laura moves, "3 bluebird houses be installed at the back of Common Cemetery at no cost to the WCC." Unanimously approved.
 - p. Irasville Shed Upkeep- no update.
8. New Business (7:50 pm – 5 min)
- a. Mark will connect with Fred Messer re. a proper annual flag burning ceremony.
9. Schedule next meeting August 18, 5pm

Adjourned 7:30 pm

