

Draft Waitsfield Cemetery Commission Meeting Minutes
Tuesday, April 21, 2026
Waitsfield Town Offices

6:04 meeting start.

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

1. Welcome and agenda review Robin M: additions to the agenda: clarity about the Mad River Path at Irasville Cemetery, and Robin M's conversation with Alice Evans.
2. Public comment: no public present.
3. Review and approve minutes of March 12, 2026 Meeting: Valerie and Robin M. shared a few edits. Unanimously approved.
4. President's report Robin M
 - a. Updated Sexton's Pay for 2026: Robin M. made a motion to approve Sexton's new pay based on the updated of the Northeast Urban area index. Unanimously approved. (see attachment)
 - b. VT Open Meeting Rules: Robin M shared and reviewed summary of Open Meeting Rules. (see attachment)
 - c. Conflict of Interest Policy: Valerie is an abutter to Irasville Cemetery, for example. Valerie is working on draft COI for the WCC to review and discuss.
5. Treasurer's report Nancy. Unanimously approved.
 - a. Financial Update:
 - i. Balance: \$30, 341.22 in checking account.
 - ii. Reserve fund- Nancy suggests we create a reserve fund for capital projects. Valerie's suggestion- when a lot is sold the income we make (not counting cornerstone and perpetual care payment to the Trust) could go into a reserve fund. Nancy and Robin M. will work on the budget to determine how this idea would impact long term budget planning. Tabled until the next meeting.
 - b. Trustees Update: Bob Cook and Gib Geiger will likely remain in the positions for another year.
6. Sexton's report George Jr. Unanimously approved.

- a. Cemeteries are open. Flags will be put up soon. New chains have been put up at Irsaville. More broken cemetery chains will be replaced. Rails to be put up at Common Cemetery.
 - b. Peter White- wants to buy a double lot in Common Cemetery.
 - c. Kinny Perot- interested in purchasing a Common Cemetery plot or two .
 - d. Roy Yoder's cremation burial was April 1. The son believes his sister was a full burial at the site of the parents. George has probed the area and believes there is no casket burial. **Next step: contact the son to see if he has any documentation regarding his sister- her name, plot deed.**
 - e. Goal is to create a system for organizing one set of records for burials and lot sales. **George will update the Sexton's burial log.**
 - f. **WCC needs to create policy regarding the placement of headstones.** Discuss at April meeting.
 - g. Cremation burials 3 per lot. If someone claims a previous WCC told them more cremations were allowed on their lot George will tell them to contact the current WCC to present their claim.
7. Old Business:
- a. Veteran Flags (Nancy and Robin P): Pex has been purchased, and George Jr. cut the pex, flags have been ordered. Pex cost \$65.14. 100 flags cost \$200. **The new Pex flag holders and flags will be installed by Nancy and Robin P. by Memorial Day.**
 - b. 5-Year Plan for Annual Tree Maintenance (Laura and Valerie)- to be continued.
 - c. Fencing at Common Cemetery (Robin M): **Robin M and George will meet to review and assess.**
 - d. Digitizing Cemetery Records (Robin M and Valerie): **Robin M is setting up a Google Drive** that the commission will have access to it. One repository for all WCC documents. A work in progress. RM and VC will meet soon.
 - e. Additional Capacity at Mill Hill Cemetery (Laura): **Laura will meet with Peter Lazorchak, water expert, in May.**

- f. Natural Burial Guidelines Special Meeting April 28 5-7pm (Robin M and Laura): Robin shared the 4/28 meeting agenda and the revised guidelines with WCC to review before the meeting.
 - g. Approved Vendor List (Robin M and George) to be continued.
 - h. Scanning Cemetery Maps and Lot purchase records (Robin M and Valerie) to be continued.
 - i. Waitsfield Cemetery Handbook (Robin M and Valerie) to be continued.
8. New Business
- a. Storage of official Waitsfield Cemetery Commission meeting minutes and agendas: in the future Robin will add a link on the Town website to the WCC Google Drive. The WCC will move toward putting meeting minutes in a binder for public access.
 - b. Mad River Path update: Valerie contacted the shopping center owner to inform her about the Mad River Path's future plans, which will impact the shopping center.
 - c. Alice Evans: Alice is concerned that Civil War veteran Zimri Lathrop's headstone is laying on the ground in Irasville.... Robin and Alice will visit the site to assess.
 - d. Rural resource commission, through the State of VT, offers grants. It might be a funding possibility for cemetery projects. Valerie will investigate it.
 - e. Robin P. will purchase more D2 cleaner, scrapers for grave cleaning.
9. Schedule next 2 meetings: May 14, 2026 5-7pm and June 16, 2026 5-7pm.

Adjourn: 8:15pm

Respectfully submitted,

Laura Brines, WCC Secretary