

Brattleboro Cemetery Committee  
May 12, 2017  
Town Clerk's Office

A meeting of the Brattleboro Cemetery Committee was convened at 10:03 AM by Chair Jackie Stromberg at the Town Clerk's office. Members present were: Jackie Stromberg, Kate Snow, Karen Kale and Brian Bannon. Also present: Hilary Francis and Jane Fletcher.

Kate moved to accept the minutes of the April 21 meeting as presented. The motion was seconded and unanimously approved.

Hilary reported that the priority list from the previous meeting was sent to Carol Lolatte. Carol received the list and will review. As the end of the Fiscal Year approaches, Hilary will follow up with Carol to see which items can be covered under the Recreation and Parks budget, and will report out to the committee.

Kate and Jackie did a Morningside Cemetery Walk-through and presented a list of items that should be resolved, including dead trees, overgrown bushes and trees, holes in the ground, etc. Hilary will contact Carol regarding items that the Rec and Parks department can address, and the Cemetery Committee will plan to organize a work day and address what is appropriate.

Hilary will ask Carol to add an item as number 2 to the Committee's priority list – Replicate the Prospect Hill Cemetery sign at the entrance regarding picking up after dogs, and post at both gated entrances to the Morningside Cemetery from Morningside Condominiums.

Brian researched ideas for Historical Signs for the Prospect Hill Cemetery entrance. He will send a picture to Hilary, and Hilary will send to Carol to add as number 5 on the committee's priority list.

Kate will research the Hogle Trust for the next Cemetery Committee meeting.

According to the Town Attorney the following language can be added to the cemetery rules booklet without requiring an ordinance change as the intent is to clarify, not alter:

*According to page 7 under the Interment section of the Amendment to Code of Ordinances booklet, it says "Prior to digging for the purposes of interment, burial or cremains, or setting a memorial, the Town Clerk or designee shall be informed. All digging shall be done by a **professional** authorized by the Town Clerk or designee."*

*The word "Professional" is defined as someone who is insured to do this work, ie: Funeral Homes, Monument Companies, or Recognized Grave Diggers.*

Jane will add this language to the Cemetery webpage.

A brief discussion took place regarding how to handle and maintain a cemetery plot if there is no longer family to maintain that plot. Wording will be added to the deed indicating that the family (or someone that the family hires) is responsible for maintenance and cleaning of marker stones. Language already exists in the ordinance stating that: *"The Town shall have the authority to remove all floral decorations, flags, shrubs, plants, herbage or objects of any kind, which in the judgement of the Town have become unsightly, dangerous, neglected or which do not conform to regulations outlined within this document."*

Under other business, Hilary noted that 2 members of the committee have terms that will expire on June 30, 2017, and if people would like to reapply or know of anyone that would like to apply, applications can be found on the Town Website or in the Town Manager's Office. Applications are due June 15, as the Selectboard will be making their appointments on June 20.

Jackie brought up an issue regarding headstones being found in a residential garden. Brian will send the property owner a letter requesting clarification of the origin of these stones.

For the next meeting on Friday, 7/14 at 10:00 AM in the Town Clerk's Office, the following will take place:

- A Committee Chair and possibly Secretary will be appointed
- Kate Snow will research the Hogle Trust
- Kate Snow will continue to do walk-throughs of the cemeteries and report back findings
- Review what progress was made on the list of priorities
- Discuss a work-day
- Discuss training of volunteers and possibly requesting a Comcast volunteer crew to straighten and repair headstones

The meeting adjourned at 11:11 AM

Town Clerk and Clerk of the Committee

Hilary Francis