

Meeting of the Kensington Cemetery Trustees

Thursday, April 29, 2021 at 6:30 p.m.

Minutes

Draft minutes to be voted on during next meeting of the Kensington Cemetery Trustees.

The meeting was held virtually using the Town's Zoom platform. The meeting was posted on the Town's website so the public was able to attend. Kathy Felch, Selectman's Assistant opened the meeting and passed hosting responsibilities to Jackie Benson. Jackie hosted the meeting with her email and phone so that anyone who called in or wished to join could have done so easily. Jackie read the Checklist to Ensure Meetings are Compliant with the Right-to-Know Law During the State of Emergency.

In Attendance

Present:

Cemetery Trustees: Jackie Benson, Norman Deboisbriand, Nancy Roffman

Absent:

None

Call to order at 6:35 PM.

Minutes

The trustees reviewed the minutes from the March 11th. Norm moved they be accepted. Jackie seconded. A roll call vote was held:

Jackie: Aye

Nancy: Aye

Norm: Aye

Old Business

2021 Budget

- Nothing to report.

Cemetery maintenance:

- Cleanup and mowing: Trustees expressed concern about lack of proposals for town mowing contract. Jackie to ask Kathy Felch for update on search for contractor and second request-for-proposals. The possibility of asking to use cemetery maintenance funds to hire Down to Earth to do a spring cleanup if a contractor is not found by memorial day was discussed but not moved on, pending more info.
- Stone repair: Jackie reported estimate for work on Lower Yard stones is \$5,000. Jackie moved that the trustees ask the Selectboard to approve spending of \$5742.51 in encumbered funds for

repair of Lower Yard graves. Norm seconded. A roll call vote was held.

Norm: Aye

Jackie: Aye

Nancy: Aye

- Tree maintenance: The trustees discussed the need for removal of branches of a tree behind the Upper Yard by the Universalist Church which threaten some of the older stones. Jackie reported that the Universalist Church repair committee received a recommendation to remove the tree entirely at a cost of \$2800. The trustees discussed contributing their \$500 budgeted for tree maintenance toward this effort. Norm expressed concern that the tree might stand on the church lot and therefore on private property, which would limit use of cemetery funds for its removal. Decision was made for Jackie to discuss the issue with Kathy Felch and Harold Bragg and report back to trustees, with particular attention to the legality of the spend and questions of liability.
- Police shed: Jackie reviewed the site of the proposed new police shed behind the Upper Yard with Chief Cain and determined it does not pose a threat to the vault or cemetery.
- Flags: Jackie noted the presence of several damaged flags on graves in the Lower Yard. Past cemetery policy would have required those flags to be removed over the winter. The trustees determined that the Legion would most likely seek to replace the damaged flags as they renewed them for Memorial Day and therefore no action would be taken at this time. The issue of when flags should be removed will be addressed in the bylaws currently being drafted.
- Missing cornerstone: Norm and Jackie both reviewed the site of the reportedly missing cornerstone and confirmed it appears to have been dug up by someone placing a shrub behind one of the adjacent graves. Jackie moved that Norm remove the shrub and replace the cornerstone. Nancy seconded. A roll call vote was held.

Norm: Aye

Jackie: Aye

Nancy: Aye

- Fence painting: Nancy spoke with Art Wiggin, who is not up for doing the painting himself but recommended Billy Burke. Nancy will reach out to Billy to see if he's interested in the job.
- Cemetery gate: Norm suggested the trustees look into whether the gate can be repaired rather than replaced. Nancy will connect him with Billy Burke to have him look at the gate and make a recommendation.

Cemetery Records:

- Cemetery Spreadsheet: Norm will look in the cemetery to try to ID some of the graves missing from the cemetery spreadsheet, which was recovered in 2020.
- Jackie volunteered to serve as point for inputting new burials into the spreadsheet moving forward.
- Norm will connect with the Trustees of the Trust funds to investigate documents in the town records related to perpetual care funds.

Cemetery Bylaws:

- The trustees discussed the draft bylaws prepared by Norm. Nancy still needs to review and will do so. Norm will incorporate her and Jackie's feedback into updated draft for presentation to

the Selectboard, with ask that it be granted a legal review. After legal review, the trustees plan to open a public comment period on the draft before voting to accept or amend it.

Cemetery Communications:

- Jackie noted that the KCC newsletter requested a short brief from the cemetery trustees about the cemetery. The trustees approved having Jackie write for the newsletter updating the town on cemetery activities.

Wreaths Across America

- Norm will be traveling near the Wreaths Across America offices and will stop in to get more information about participating.

New Business

Burial approvals:

- The trustees agreed that clear rules for who can be buried in the cemetery and where will be included in the draft bylaws.
- In the meantime, any of the trustees will hear a request for internment. They will email the other trustees with the details. If any of the trustees identifies a potential issue with the burial, a meeting will be called to discuss and move on it accordingly. If there is no potential issue, the single trustee may approve the burial.

The next meeting of the trustees was set for May 27th at 6:30 PM.

Jackie called for the meeting to adjourn at 8:09 PM. Nancy seconded. A roll call vote was held:

- Jackie: Aye
- Nancy: Aye
- Norm: Aye