

**DRAFT MINUTES  
TOWN OF SWANTON  
CEMETERY COMMISSION MEETING  
Town Office Building  
1 Academy Street, Swanton, VT 05488  
*Monday, July 11, 2022 @ 7:00 p.m.***

Present: Brian Savage, Andrew Centabar, Cody Hemenway, Nicholas Brosseau, Cemetery Commission Members. John Lavoie, Dillion Dupont, Macy Dupont, Gary Hakey, Parmallee Hakey, Ann St. Francis, Shelly Campbell, Crystal Woods, Sandi Larivee, Debbie Lavoie.

Without objection from the members of the Committee, Mr. Savage assumed the Chair.

\*All motions carried unanimously unless stated otherwise.

- A. Call to Order – Mr. Savage called the meeting to order at 7:00 p.m.
- B. Pledge of Allegiance – Mr. Savage led those present in the Pledge of Allegiance.
- C. Review of Minutes of April 11, 2022 – a motion was made by Mr. Hemenway, seconded by Mr. Brosseau to accept the minutes of April 11, 2022 as distributed. There being no further discussion, the motion carried.
- D. Review of the proposed changes to the Rules and Regulations of the Cemetery. Mr. Savage stated that at the April 11<sup>th</sup> meeting a committee was formed to review the rules and regulations of the Riverside Cemetery. A committee consisting of two Commission members, Andrew Centabar, Cody Hemenway as well as a community member, Macy Dupont was appointed to review and propose changes and report back to the Commission.

Mr. Hemenway began the review, with Ms. Dupont continuing to review the list. A copy of the complete list as presented is attached to and are a part of these minutes.

Question and comments from those in attendance were entertained regarding how far out may flowers be planted from the base of the monument. General consensus is 12 to 16 inches will be allowed in the front of the monuments. Mr. Savage explained that all graves face the east, in other words as you look at a grave with your back to Route 78 the monument is about 2' at the base the overall grave length is 10 feet and each grave is 40" wide.

A question arose regarding the tall trees on grave sites that remain, that will be address in the future.

Shrubs must be maintained no later than Memorial Day.

Flags are placed on the flags of Veterans each year by the VFW for Memorial Day and are left up year-round. The VFW will be contacted to see if the flags can be removed by the end of November as many become torn, broken, etc. and is disrespectful to the flag and veteran. Mr. Hemenway will reach out to Mr. Bruce Spaulding to discuss and reach out to the VFW on this matter. Mr. Savage assured that any flags that were disposed of, would be done in the appropriate manner.

Mr. John Lavoie stated that he and Mrs. Lavoie will donate a flag and light to be placed on the flag pole in the cemetery. He will also secure the pole by pinning it so that it cannot be pulled out of the ground. He also suggested that the section of the cemetery that has unmarked graves be designated and a monument erected so noting. This will be taken care of.

It was also suggested that there be waste and compost bins provided in the area near the storage building. This will be worked out.

There was a discussion on several large trees that will need to come down. This fall Mr. Savage said he would be asking the Town Tree Warden, Mr. Frank Shumway to tour all cemeteries and identify what needs to be taken down. In addition, trees will need to be planted in Riverside for bank stabilization purposes.

It was also discussed if there would be the chance for some small trees and shrubs to be planted for landscaping with volunteers being used to maintain them.

The stumps should be removed but the larger stumps could be drilled out and become planters for flowers. Mr. Savage advised he will mention this to the tree service that will be contracted to remove or trim the larger trees and see what they have for suggestions.

There was a discussion concerning monetary settlement of the items that were cut down. Mr. Savage stated that the cemetery did not have the funds available. It was suggested by Mr. Lavoie that the insurance company be contacted to see if there is something that could be done under vandalism. Discussion as to whether it was vandalism and the legal ramifications of such. Mr. Savage suggested that if it is covered it would probably be under the "Errors and Omissions" clause as it was action taken by a Commission member.

There being no further comments, Mr. Savage thanked all for their input, the committee will revise the draft and present at the next Commission meeting, within the next 90 days.

- E. To authorize the issuance of a Request for Proposal for repairs to the burial vault and store building located at the Riverside Cemetery. Mr. Savage mentioned that the burial vault, a historic structure, is in desperate need of repair. It needs a new roof which is slate and must be replaced by a slate roof as well as the front doors need

either to repaired or replaced. In addition, the addition on the rear of the original structure needs a new roof, new entry door, and a new overhead door. The siding needs to be inspected to see if that needs repair and/or replacing as well. At the present time the overhead cannot be opened and this is a major problem as it is used for storage purpose on items that are used on a fairly regular basis.

A motion was made by Mr. Hemenway, seconded by Mr. Centabar to have Mr. Savage send out the RFP and report back to the Commission. The motion carried.

- F. Public Comment – Mr. Lavoie wanted to thank the members of the Commission to addressing the concerns and working taking care of the issues. Everyone was in general agreement with his statement.
- G. Adjourn – There being no further business to come before the Commission, Mr. Brosseau moved to adjourn, seconded by Mr. Hemenway. Motion carried and the meeting adjourned at 8:23 p.m.

Minutes taken by Brian Savage