

Town of Reading Vermont  
Cemetery Commission Meeting Minutes  
28 October 2015  
Reading Town Hall

Current Commissioners present: Adam Kozlowski (Chair), Kevin Kaija, Susan Goodhouse

Present: Esther Allen

Meeting called to order at 6:03 p.m.

Kevin made a motion to approve previous meeting's minutes of 9/23/2015. Susan seconded; motion carried.

**Follow-up on actions identified during previous meeting**

Records/Admin related items:

- Patricia Barton: status of Death Certificate with state/Greg Camp. Still pending state change
- Letter to Mathews' family re: Brooks \$2000 bequest for maintenance of S. Reading Cemetery. Adam has not had time to complete this yet.
- Monthly financial report: Calista submitted the status of the cemetery account. After paying Tammy's October bill there will only be \$1471.92 left in the account to carry us to 6/30/15. Members feel that we should move "earned interest" of \$2600 to the maintenance account in the spring to help get through the fiscal year. \$1,950 is to be moved into the perpetual care account from lot sales; that will make that account current for the year. \$5,000 of the account funds are reserved for Bailey's Mills stone work only and \$5,000 is reserved for the Spear Cemetery work.

Maintenance related items:

- Authorized payment to Tammy Allen of invoice for October mowing of \$445
- Corbin (New Amsden A113) move corner stones to mark outer corners of new lots B35 and B36. Still pending.
- Hickey (New Amsden A114) memorial update: headstone has been installed.
- Update on Spear Cemetery work by David Appleton: Dave is booked out until early December. Commissioners decided to give him the opportunity to do it then. Might be better working with the ground frozen. The amount for that work is \$3415.
- Bailey Mills Cemetery: status of large toppled stone. Susan had photos of these; looks like the stone just toppled over, no vandalism involved. Susan will pursue getting this fixed. Funds from the Sweet gift are still available (\$5,000) for that type of work specifically in Bailey's cemetery.
- Spear Cemetery donation updates: gate/sign, tree work, stone work  
Susan obtained a contract from Springfield Fence for \$2,684. Work is proceeding with the intention that it will be installed this fall. This leaves a balance of \$2,316 to put towards the tree work of \$3415.

**New business**

Maintenance repair related items:

- Review of Swain workday (Sept 26<sup>th</sup>) and review of tree work proposal to remove hazard trees. Adam, Susan, Sue Mulder and Bob Allen showed up for the work day to find that the lot had been mowed. The team spent time trimming up the stone wall. There is a white birch tree and

some others that need to be taken down and removed. Bob took Adam to meet Chris Blanchard who also does tree work. Chris gave us a quote of \$785 to do this work.

Records/Admin related items:

- Annual agreement for corner stones with Twin State. Adam is still waiting for the owner to respond.
- Big picture cost planning for future years and FY17 budget planning. Adam has put together an extensive report to be used for the Town Report and to present the budget request to the selectmen by December 15th. Members reviewed the income/expense worksheet from the last ten years. There is \$26,250 in stone work to be done and \$7,425 in tree work still to be done. The budget request will be \$12,000 for FY17.
- Esther requested that the commissioners come up with a photo (perhaps the new Spear Cemetery sign with a nice big wreath on it) or a collage of several cemeteries to be used for the front cover of the Town Report. This is due by 12/31.

Review action items identified during meeting and adjourn.

Adam will finalize his town reports and the budget request.

Susan will work on the stone at Bailey's Mills.

Kevin will work on getting quotes from tech schools on creating signs for all our cemeteries.

Esther will get the contact information for Alden Tewskbury who is in charge of the prison work groups.

Next meeting will be on December 9<sup>th</sup> at 6 p.m.

Meeting adjourned at 7:20 p.m.

Submitted for record,  
Esther E. Allen