BURLINGTON
PARKS
RECREATION
WATERFRONT
Cemetery Division

Cemetery Commission Meeting Agenda

July 9, 2015, 4:30 PM
Lakeview Cemetery, 455 North Avenue

I. Approval of Agenda

II. Approval of Minutes from May 14, 2015 Meeting

III. Old Business
- A. Office Report tabled from May 14, 2015 Meeting
  1. Request to revisit defining resident status for lot purchase (attachment).
  2. Pontem database work has been revealing many documentation inconsistencies & errors—there is much more work to be done than previously suspected in that it's not simple data entry—often research must be done in order to enter data correctly.

IV. Superintendent's Items

V. Commissioner's Items
- A. Status of Cemetery Commission
- B. Commissioner Trutor's items:
  1. Resigning as Vice-Chair to encourage other Commissioners to serve, in light of upcoming election.
  2. Request for Supervisor to present plan to address Greenmount Fence maintenance, noting potential Vermont Title 18 issue.
  3. Request for CAO or his representative to explain Perpetual Care Fund investment strategy, show statements from the past three years and address obtaining higher investment return.
  4. Request for Supervisor to present status on installation of Chapel sign.
  5. Letters of Appreciation to Jim Woodman, Deborah Hardy and Civil War Walk.
  6. Pursuing funding and skilled volunteer labor to repair 100 headstones at Greenmount.
  7. Request for Supervisor to formally present Verizon proposal to the Commission.
  8. Request that the Commission discuss how to have gravel added to roads at Greenmount.

VI. Office Report
- A. Memorial Flag project update
  1. PVC pipe installed to protect flags on all known veterans' graves in Greenmount and Elmwood and on most of those at Lakeview.
  2. Each year the project gets easier & faster, as several loyal volunteers return to the same sections where they've become familiar with grave locations.

VII. Adjournment

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Cemetery Commission Meeting

Meeting Date: July 9, 2015

Commissioners Present: Rita Church, Barry Trutor, Donna Waldron, Lainey Rappaport

Staff Present: Jesse Bridges, Parks and Recreation Department Head (arrived at 5:45)
Deryk Roach, Parks and Recreation Facilities Maintenance
Anne D'Alton, Cemetery Office Assistant

Attachments: Chittenden County Cemeteries – Lot Pricing for Residents & Non-Residents

The meeting was called to order by Donna Waldron at 4:28 pm.

I. Approval of Agenda

A. Tabled.

II. Approval of Minutes from January 15, 2015 and April 13, 2015 Meetings

A. Tabled.

III. Old Business

A. Office Report tabled from May 14, 2015 meeting:

- Discussion of changing definition of "resident" when determining whether a lot owner should pay resident or non-resident price.
  - Annie D'Alton discussed the issue that comes up often when selling lots: non-resident lot purchasers complain that they should pay the resident price because person to be interred lived in Burlington. Proposed a change to allow resident price in such cases. Referred to handout showing results of canvassing Chittenden area Cemeteries on whether or not they discriminate between residents & non-residents, and if so, how they determine residency.
  - Barry Trutor asked D'Alton to scan Commission Meeting Minutes since 1993 (when Burlington Cemeteries first started charging more for non-residents) to find out their rationale for charging more to non-residents, and how they defined "resident" (which is currently defined as residency of lot owner); also to write up a proposed change in rule.
- Pontem data entry is revealing greater scope of work needed to complete Cemetery records—many errors & inconsistencies. D'Alton gave some examples. We are very fortunate to have 2 long-term, energetic and detail-oriented volunteers (Deb Light and Gail Asbury), but progress is extremely slow.
  - Donna Waldron indicated that moving the Office Assistant position to full-time does not seem feasible, so finding more volunteers would be important. However, at 20 hours per week, D'Alton has trouble getting routine work done, let alone training & supervising volunteers (which is probably not even in her Grade 12 job description).
  - Lainey Rappaport suggested student interns, but it takes a long time to train people to use Pontem, so would this would not be effective.

IV. Superintendent's Items

A. Deryk Roach reported for Jesse Bridges about the process of handling work order requests in the Parks Department: To help make sure requests do not fall through the cracks, as can happen with emailed requests, Parks started using a networked system, "Facility Dude", in August of 2014. Deryk is working with Martha Keenan to include Cemetery as a requestor.

- Waldron noted Martha Keenan was going to get back to the Commission concerning which category Chapel repair falls under. Roach is aware of this, as he is on the team working to prioritize maintenance & repair projects. He supervises 25 Parks employees to get this work done in City facilities that do not have their own maintenance staff.
- Waldron asked if Penny for Parks money can be used for Cemetery repairs. Roach said he didn't think so, but Bridges would need to answer that. There are several sources of funding for maintenance work; PforP provides about $300,000 per year, and the City's Capital Improvement budget is about $2 million.
- Jeff Shedd informed Roach that Cemetery staff have no time to handle any work beyond mowing at this time of year, so Roach is working on allocating other Parks resources to some of the needed maintenance work.
- Trutor asked about Greenmount fence & road repair; he observed a man using break in fence and not cleaning up his dog's feces. When Roach indicated the fence repair is in line with several other fence repair jobs, Trutor noted that Greenmount should get priority due to legal issues described by Vermont Statutes. Discussion about how to repair it followed: Trutor asked that it be fixed asap, in the same manner as it has been fixed before, and if it is broken again, *then* a new method should be tried—the main point is that the issue be addressed in a more timely manner—it's been broken for two years.
- Rappaport asked that "no dogs" signs be installed because many people don't know of this rule. Roach indicated that former Commissioners did not want to spoil the aesthetics of the Cemetery with signage. Waldron suggested using Front Porch Forum to educate the public about rules. Deryk said she could coordinate with Diana Wood, a Parks employee involved with marketing and communication to the public. Rita Church said she would approve of signs, but in her experience they don't help. Roach said this could be true, but we can't expect the public to obey rules they don't know about. It would be helpful to indicated where dogs ARE allowed, in the same message. Church suggested using 7 Days. Roach noted that the City Ordinance pertaining to dogs is changing.
- Trutor and Waldron thanked Roach for listening to the Commissioners' concerns and frustration with lack of resolution on maintenance issues.

V. Commissioners' Items

A. Status of Cemetery Commission (Bridges arrived at 5:45)

- Bridges reported that, as she noted in an email to the Commission, Jane Ewing proposed about a year ago to dissolve the Cemetery Commission and instead have a Cemetery representative on the Parks Commission. The City Council has been discussing a merge, and a resolution sponsored by Councilors Shannon & Knodell has been written.
- Trutor expressed strong opposition, asking Bridges what could be gained by abolishing the Cemetery Commission, and what has the Commission done wrong. Bridges responded that the Commission has not done anything wrong, that it would not be abolished, and that the merge would be an efficiency measure. Argument ensued.
- Rappaport expressed the belief that the Cemetery is different from the City's parks, and Parks Dept. Commissioners would not necessarily understand the needs of Cemeteries.

Bridges noted that other Commissions with varied interest have merged. Trutor said that this may be so, but it may not be for the best.

- Ewing's term has ended, and although she expressed interest in continuing on the Commission if reappointed by the Council in August, she is not a Commissioner at present. Rappaport noted that the merge was her opinion, not that of the Commission. All four current members are opposed to the merge.
- Trutor felt Bridges should have kept the Commission informed about this matter, but Bridges noted that he just heard about the resolution. Church noted that Ewing proposed her idea before any of the other three present Commissioners were appointed to the Commission, so they were not aware of it.
- Waldron expressed dissatisfaction that the Cemetery Commission was not consulted by the City Council, and has not had an opportunity to air their views on the merge.
- Bridges wrote an email to Knodell expressing the Commission's opposition to the merge, and request for an opportunity to express said to the Council.

B. Commissioner Trutor's Items

- Election of Officers: Tabled.
- Greenmount fence & roads (see IV.A., Superintendent's Items)
- Request for CAO to discuss Perpetual Care account: Tabled.
- Status of Chapel sign installation: Tabled.
- Letters of Appreciation: Trutor & Waldron will work on.
- Verizon proposal: Tabled.

VI. Office Report

A. Tabled.

VII. Adjournment

The meeting adjourned at 6:35 pm.

The next meeting will be Thursday, August 13 at 4:30 pm.

Chittenden County Cemeteries-- Lot Pricing for Residents and Non-Residents

		Single-Grave Lot Price				
County	**Town**	**Residents**	**Nonresidents**	**How Res status is determined**	**How price difference is set**	**Notes**
Addisson	Middlebury	400	400		na	No municipal cemeteries-- just Catholic & those owned by cem assoc: Linda Williams: 388-0401. West (near St Mary's) is open: 2 stacked full burials allowed, or 4 urns.
Chittenden	Bolton	300	300		na	Clerk Amy: 434-3064
Chittenden	Charlotte	2000	2000		na	373-3947 steven brooks, chair cem comm
Chittenden	Colchester, Fort Ethan Allen	300	500	Probably residency of person to be interred-it hasn't come up.	not known	vets only; 200 for care, 100 for lot
Chittenden	Colchester, Village	400	na	Probably residency of person to be interred-it hasn't come up.	na	Joyce: res only; 350 for care, 50 for lot
Chittenden	Essex	600	600		na	Essex Jct Cem Assoc: Bob Vincent 878-5847. Fairview open: $250 additional for corner markers (required).
Chittenden	Hinesburg	600	na	flexible-if ties to town, get res price even if they lived elsewhere	na	Clerk's office: Missy emailed: Res only, unles family of res lot owner; some flexibility (someone who lived most of their life would be res). Corner markers required at additional cost.
Chittenden	Huntington	400	450	flexible-if ties to town, get res price even if they lived elsewhere	not known	Cem. Assoc.: Spencer Hill.
Chittenden	Jericho	550	550		na	Incl corner stones. Ron D., Pleasantview: 338-6402.
Chittenden	Jericho Center	750	750		na	Bert Lindholm, Jericho Ctr: 899-3879. Bought 3 acres 10 years ago-- looking at about 50 years. Price Incl 4 corner markers installed, req.

Chittenden County Cemeteries-- Lot Pricing for Residents and Non-Residents

		Single-Grave Lot Price				
County	**Town**	**Residents**	**Nonresidents**	**How Res status is determined**	**How price difference is set**	**Notes**
Chittenden	Milton	700	1200	Milton residents, former residents, their spouses, and civil union partners and children, or their Executors or Trustees		Clerk's office: Sheryl emailed list (higher vault storage for non-r, too). Roger Hunt, Public Woks will call back re rationale: 891-8045. Sent email 2.05, rhunt@town.milton.vt.us. He emailed rules.
Chittenden	Richmond	500	750	flexible-if ties to town, get res price even if they lived elsewhere		Linda, Clerk's office.
Chittenden	Shelburne	300	na	In process of determining--same issue as ours.		Cem. Comm. Chair: Stuart Morrow: 985-8809. Sell to Shelburne res or past res ONLY.
Chittenden	South Burlington	400	600	Person to be interred.		Karen, Highway Dept.: They don't sell many lots.
Chittenden	Underhill					Clerk: Sheri 899-4434. The only municipal Cem is not used anymore. Cem Comm owns others: Randy Clark 899-3336 left msg
Chittenden	Westford	250	250		na	Lynn: vtgoldwing@aol.com. $100 to PC.
Chittenden	Williston					emailed Bruce Hoar 2.05.15 bhoar@willistontown.com
Lamoille	Stowe	500	na	res or former res	na	Clerk: 253-6133. Must be resident or former resident to purchase lots. Decendents of resident can be interred.
Rutland	Rutland	500	500		na	2.11.15 emailed clerk dzeller@rutlandtown.com. Response from Byron Hathaway.
Washington	Barre	1000	1200	pay taxes (live or own property or business)	not known	emailed Dwight 2.11.15 hopecemetery@hotmail.com. He mailed fees.

Chittenden County Cemeteries-- Lot Pricing for Residents and Non-Residents

		Single-Grave Lot Price				
County	**Town**	**Residents**	**Nonresidents**	**How Res status is determined**	**How price difference is set**	**Notes**
Washington	Montpelier	800	1150	flexible-if ties to town, get res price even if they lived elsewhere	Estimate of amt of tax $ used for cem over 10-15 yrs	Patrick Healy-223-5352 or 279-6957 cell. Also 15% more for other fees.
Windham	Brattleboro	500	500		na	Jane @ clerk's office: 251-8126, price incl corner markers & installation - required.
Windsor	Springfield	300	300		na	Scott Page at Davis Memorial Chapel, 802-885-3322. 50% to PC.

State-wide Catholic Cemeteries: Some charge more for non-parishioners. Some allow non-catholics if related to lot owner. Most allow any Catholic, even if non-parishioner.

Note: First indication in records that Burlington started charging more for non-residents was in 1993 (250/300).

Linda in Middlebury said most cemeteries started as Cemetery Associations, then have been taken over by town when out of funds, so towns have had to take over. They use Morgan-Stanley, Matt Smith in Burlington. All income goes to 1 fund (no separate PC). Most in Addison County are still owned & managed by Associations.

SUMMARY:

Of the 22 towns asked, 20 responded-- 10 discriminate between residents & non-residents.

Of these 10, 4 require that lot owner is or was a resident.

Of these 10, resident status is based on:

- for 6: the lot purchaser's residence, but lot purchaser is considered a resident if they lived in or have family in town.
- for 1: if the purchaser pays property or business taxes.
- for 1: person to be interred.
- for 1: the issue is currently under discussion.
- for 1: the issue has not come up, but they think it would be based on the residency of the person to be interred.

Annie Dalton

From: John Ewing [ewing@burlingtontelecom.net]
Sent: Monday, July 06, 2015 10:05 AM
To: 'Donna Waldron'; Rfc146@comcast.net; btrutor@burlingtontelecom.net; laineyrapp@yahoo.com
Cc: Jesse Bridges; Annie Dalton
Subject: Future of the Commission

Several years ago I wrote to Jesse that I did not feel that the Cemetery Commission was performing a useful function. I will be in Maine for the meeting, but in reference to the agenda item I think I have made it known that a position on the Parks and Recreation commission would be better than the present system. We are a very important part of the City and I believe that the present structure tends to isolate us, and the cemeteries (a vital part of the City since its founding) are not properly represented. Each park in the City is unique and different but except for the cemeteries they are directly represented on the Parks Commission. I respect all of your opinions and will be guided by the Commission's coonclusions.
Jane