

Cemetery Commission Meeting Agenda

January 26, 2017, 4:30 PM

Lakeview Cemetery, 455 North Avenue

- I.** Approval of Agenda
- II.** Approval of Minutes from November 17, 2016 Meeting
- III.** Old Business
 - A. Vermont Old Cemetery Association grant proposal.
 - B. Discuss language for defining parameters for use of City-owned Cemeteries for events that generate income for other organizations.
- IV.** Superintendent's Items
- V.** Commissioner's Items
 - A. Items from Letter to Liisa Reimann Rivera at Preservation Burlington:
 - 1. Begin discussion about planning a presentation focused on preservation, open to the public, to raise awareness about the importance of statuary preservation and restoration and hopefully to secure some donations and attract volunteers! Preservation Burlington would be invited to be a part of the program.
 - 2. Apply to the Vermont Old Cemetery Association for grants to support statuary restoration.
 - B. Retaining wall repair
- VI.** Office Report
- VII.** Adjournment

Cemetery Commission Meeting Minutes

Meeting Date: January 26, 2017, 4:30 pm

Commissioners Present: Rita Church, Allison Curran, Lainey Rappaport, Emma Swift, Donna Waldron

Staff Present: None

Attachments: None

Mtg. was started at 4:43 by Chair Donna Waldron. The meeting was held at Waldron's home because no staff was present, and commissioners did not have a key to the office. Minutes recorded by Allison Curran.

I. Approval of Agenda

A. Rita Church moved to approve the Agenda; Emma Swift seconded; all approved.

II. Approval of Minutes from November 17, 2016 Meeting

A. Lainey Rappaport moved to approve; Church seconded; all approved.

III. Old Business

A. **Vermont Old Cemetery Association grant proposal (see Agenda Item V.A.1).**

B. **Discuss language for defining parameters for use of City-owned Cemeteries for events that generate income for other organizations.**

1. Waldron wrote up suggested parameters: Any organization (non-profit or not) who charges admission for an event held at one of Burlington's cemeteries is requested to donate 20% of their proceeds to the Cemetery Commission. The Commission will designate all funds to be used for commission-designated projects at the cemeteries.
2. Church approved this language; Swift seconded; all in favor.
3. Swift suggested changing language from "should" to "is asked to donate".
4. Swift: Where should this information live?
 - ◆ Commission agrees that this language to be included on our website.
5. This language does not apply to who have 'suggested donations'.

IV. Superintendent's Items – None.

V. Commissioner's Items

A. Items from Letter to Liisa Reimann Rivera at Preservation Burlington:

1. Begin discussion about planning a presentation focused on preservation, open to the public, to raise awareness about the importance of statuary preservation and restoration and hopefully to secure some donations and attract volunteers!



- ◆ Waldron spoke with Dianne Leary (of Charlotte) - she shared that the president of VOCA (Tom Giffin) has been working with Comcast. Comcast has decided that their volunteering has been taking a role in the community. One of their volunteer activities was taking a group of 30 people from Comcast to Rutland to do statuary restoration.
- ◆ Leary expressed that she would stay in communication. She said that she and her husband would be willing to speak with the Cemetery Commission. She expressed that Saturday or Sunday would work best for her. This would also help us to meet our goal of having an informational meeting for the community.
- ◆ Leary has a checkoff sheet that uses in old cemeteries and uses the to determine what statuary repair needs to be accomplished. We could tie this into the VOCA grant.
- ◆ Waldron also sent an email to Rivera from Preservation Burlington about today's meeting (1/26/2017) but did not hear back. Waldron believes that Preservation Burlington could be involved with this. Emma also says that she would be able to help with finding volunteers.
- ◆ Donna: For every two dollars that we spend, we get a dollar from VOCA.
- ◆ Rita: We should speak with Bridges about this.
- ◆ Swift: Are there any issues with holding a meeting on a Saturday?
- ◆ Allison Curran: I believe that the meeting just has to be posted within a certain timeframe.
- ◆ Church: We should check with Bridges, but does not think that this would be an issue.
- ◆ Rappaport: We should also make sure that this fits within Annie's schedule so that she could also attend.
- ◆ Waldron: We would need to determine where we could hold the meeting.
- ◆ Rappaport: We could possibly meet in the Fletcher Free Library.
- ◆ Waldron: The Miller Center would also be a good option. Parking seems to help increase attendance. They also have a meeting room.
- ◆ Swift: The Library would also be a good option, the Miller Center is a bit far for people to travel from downtown. It would also be able to catch people who just happen to be downtown.
- ◆ Curran: The Library might also be a better option because people are more accustomed to attending lectures/informational meetings there. There are times where rec events occur at Miller Center which makes it hard to hear in the conference rooms.
- ◆ Swift: We could post an advertisement on Front Porch Forum.
- ◆ Rappaport: We could also find out about speaking to someone from Seven Days.
- ◆ Swift: What is the goal of this meeting? It is to create a core of cemetery volunteers?



- ◆ Waldron: We could use this meeting to inform people about cemetery preservation. Next steps: we can choose some dates, and contact Leary about what days work for her.
- ◆ Swift: When would we want to start doing this work? We should think about our starting time and backdate from there.
- ◆ Potential dates: March 25/26, April 1/2.
- ◆ Waldron will call the library about securing a space and will find out from Leary what days work for her.
- ◆ Speakers: Leary and her team (VOCA). Rivera (Preservation Burlington).
- ◆ Key takeaways of the meeting: Background information about Burlington's cemeteries (with a focus on Greenmount). What historical preservation is. What goes into statuary repair. Next steps.
- ◆ Curran: Can put together some images for a slideshow of Greenmount and show images at the start of presentation.
- ◆ Waldron: We should also have more pamphlets (the trifold kind) made for our presentation. We should talk to Annie about this.
- ◆ Rappaport: Will we try to reschedule another walkthrough of Greenmount?
- ◆ Waldron: We can think about a date when the weather gets warmer.
- ◆ Swift: Does it make sense to do a needs assessment before we start the informational meeting?
- ◆ Waldron: Greenmount is in enough disrepair that even if we started with cleaning there would be plenty.
- ◆ Swift: Starting with cleaning would also be a great way of getting people involved. In order to do anything to repairing the stone would also need to secure permission from any family members.
- ◆ Church: We should make sure to double-check that we don't need special permission to also clean the stones.
- ◆ Waldron: Will check with Leary about this.
- ◆ Church: Civil War stones might get preferential treatment
- ◆ Rappaport: We should also request that tree pruning be completed so that they do not obscure stones.
- ◆ Waldron: Once we have a date we can work on PR and advertising for the event.

B. Retaining wall repair

1. Bridges replied in an email to Waldron that the retaining wall behind the Lakeview office will be repaired. There was some concern that repairing the wall would take away from the historic appearance. January 12 was the end day of the bid. Waldron is unsure of who won the bid. Waldron assumes that Bridges would inform us when she has further information about who won the bid and what the designs will look like.
2. Church: Will they put any planting in that?



C. Next steps:

1. Waldron will talk to Leary about what dates would work for her. Waldron will check on the availability of the library.
2. Waldron will contact Rivera from Preservation Burlington.
3. Curran will begin to work on Greenmount Cemetery slideshow.
4. Start to plan for the Branch Out Burlington! Tree Walk (at Lakeview near the gazebo area): Saturday, June 2nd at 10:00 AM - May 27th will be the Civil War walk through Lakeview at 10:00 AM.

VI. Office Report – None.

VII. Adjournment

- A. Swift moved to adjourn; Church seconded; all in favor.