

Cemetery Committee Meeting
October 19, 2015
Approved: November 16, 2016

Members Present: Grace Keene, Sandra Rourke, Brenda Lake, Pam Osborn, Andy Tolman, Deb Doten, Marianne Perry

Members Excused: Lydia Adelson, John Moran

Staff: Karen Peterson, Eric Dyer

Select Board Liaison:

The meeting came to order at 9:05.

Deb Doten reviewed the process for editing meeting minutes. She explained that any changes to the minutes are done at the following meeting. If people send edits via email or by phone, she makes note of the corrections but does not edit the minutes until meeting. She does send a draft to the Chair for her review before sending the final draft out to all committee members. Additionally, Deb sends the minutes to two members who do not have email one day prior to emailing to all members. The intent is for all committee members to have the same information at the same time.

Andy Tolman made a motion to approve the minutes. Second by Brenda Lake. Sandra Rourke asked if the liaison information would remain in the minutes. Grace explained that we spent 45 minutes in discussion at the meeting prior and this correspondence was the result of that discussion. The liaison discussion was based upon the request from the Select Board to have Committees provide feedback to the policy. Motion carried 7-0.

The Committee welcomed Eric Dyer to his new position of Town Manager.

Readfield Corner Cemetery – Engineering Report

The Committee reviewed the report provided by Helen Watts P.E. The Committee delayed action to the recommendations in this report until the hire of a Town Manager.

There are three basic recommendations that the Committee might choose to take action. They are:

- (a) The drainage from the Church Rd. into a swale that needs to be remedied before the rock wall can be permanently repaired.
- (b) It is appropriate to get estimates for the repair of the Case Rd. Cemetery rock wall.
- (c) It is appropriate to get estimates for “green roofs on the crypts” located at the East Readfield and Readfield Corner cemeteries.

Deb Doten made a motion to ask the Town Manager to explore the drainage issue on the Church Rd that is causing damage to the stone wall at Readfield Corner. Pam Osborn seconded the motion. Motion carried 7-0.

Deb Doten made a motion to ask the Sexton to call appropriate stone masons for the repair of the Case Rd Cemetery wall. Andy Tolman seconded the motion. Motion carried 7-0.

Deb Doten made a motion to ask the Sexton to come up with estimates for a "green roof" in the East Readfield and Readfield Corner cemeteries. Marianne Perry seconded the motion. Motion carried 7-0.

Update On East Readfield Cemetery

There are two berms that have been planted at the East Readfield Cemetery. The loam for the entire project was donated by Bill Rourke. A third berm was planted through more donations from Readfield residents with the volunteers from the Cemetery doing the actual planting.

Deb Doten and Karen Peterson will take care of watering the plantings.

Discussion on developing a berm for the corner of the Case Rd and Rt. 17.

Sandra Rourke stated that it was wrong to put the berms in at East Readfield. They are not in the same place as where the fence once was. Sandra stated that the berms look more like rock gardens. Sandra asked if more flowers such as perennial plantings were planned as the committee had discussed. Marianne Perry explained that berms were placed because the soil is not healthy. If the berms were placed where the old fence once was, there would have been too much shade for adequate growth of the plantings. In two years' time berms will be a big display of shrubs. Berms provide easier maintenance. Sandra explained that Evelyn Potter and others are very upset with the berms. All other committee members have received many compliments.

There was discussion around raising money for creating berms at the corner of the cemetery which borders Rt. 17 and the Plains Rd. The Fifield Trust was created to support projects above and beyond regular maintenance at the East Readfield Cemetery. This fund could be an option to fund a special project. In order to approach the Fifield Trust a letter must be written with a budget describing the project. Marianne and Karen will work on the development of a plan and a budget for berm(s) in the corner of the cemetery. Karen has the landscaping plans that include the corner berms.

Eric and Karen will purchase some reflective markers so that the plowing will not damage berms and the fence at Dudley Plains.

To thank Bill Rourke for his donations Pam Osborn will make him a pie and Karen will send a Thank You note.

Eric Dyer left the meeting at 10:15.

Cemetery Clean Up

Tasks are raking at Readfield Corner and East Readfield Cemeteries.

Removal of flags after Veteran's Day.

The Town seasonal employee will continue until it is done.

There was discussion about leaving the leaves in the woods. There is plenty of room at the Readfield Corner Cemetery to do that. We should plan to remove the leaves at the East Readfield Cemetery.

Anyone interested in volunteering for raking at Readfield Corner can do so on the 10/28 at 9:00.

Cemetery Mapping

Deb Doten has had the Readfield Corner Cemetery map photocopied and had a digital copy created for the Town.

Andy suggested there may be a way to color code the stones based on the need of repair.

Next step could be to map out the extreme old section.

Andy thinks that he might be able to come up with a format that we could use on the computer.

It is important to document the need for stone repair so that cost can be projected.

Deb will send out an email for some dates.

East Readfield Cemetery Monument

The American Vault Co. pushed a monument off its base in the spring 2015. The Sexton will follow up to its repair at our next meeting.

Sandra Rourke left the meeting at 10:30.

Discussion of Cemetery Rules

Rule #12: The rule will remain as written.

Rule #18 will be revised to be written as:

All pets must remain in vehicles. Dog walking is prohibited.

Rule #20 will be revised to be written as:

The graves of veterans of the Armed Forces of the United States will be decorated with flags and appropriate flag holders by Memorial Day and will remain through Veteran's Day. Any flags damaged during this period will be replaced under the direction of the Sexton.

Brenda Lake made a motion to accept these Cemetery Rules as a final copy. Marianne Perry seconded. Motion passes 6-0.

Deb will send the Rules to the Town Clerk.

Kent's Hill Cemetery Stone Cleaning

The Sexton will set up a time and materials to clean stones.

Cemetery Budget

The budget will be discussed in more detail at our next meeting.

Next Meeting: November 16, 2015 at 9:00 am

Meeting adjourned at 11:30 am.