

Ripton Cemetery Commission

Meeting Minutes

February 4, 2015

Ripton Town Office 7:30 PM

Members Present: Liz Walker, Charles Billings, and Bonnie Swan (initials LW, BS, CB are used in motions/votes)

Motions made/votes taken:

Moved/seconded/voted approval of Minutes of 12/3/14 meeting: LW/BS/all

Moved/seconded/voted revisions to work order forms to be used by Sexton: EW/BS/all

Moved/seconded/voted on using postcard made by CB for mail fundraiser: BS/EW/all

Moved/seconded/voted to approve paying expenses for postcard mailing, mowing bid ad and Vt. Cemetery Assoc. membership: BS/EW/all

Discussion:

Agenda distributed to attendees. See attachment 1-1 2/4/2015.

1) **Minutes** - The January 7, 2015 minutes were approved. Liz made the motion to approve minutes, seconded by Bonnie. Minutes were approved by unanimous vote. Attachment 1-2 2/4/2015.

2) **Previous Business**

A. Galvin Cemetery – Status of land acquisition – Completed. Land must now be plotted according to Vermont law before Ripton can begin using the new land at Galvin.

B. Cook Cemetery-

i. Awaiting survey of the remaining 4 X 12' lots by Short Surveying. A balance of \$1650 (for a total of \$2475) will be paid upon completion of the survey.

ii. Bonnie continues verification of map accuracy and plotting on the computer generated map of the Cook cemetery.

C. Cemetery Commission Report - final copy sent to Town Clerk to include in Town Report. Attachment 2C 2/4/2015

D. Cemetery Budget – The 2015 budget has been approved as submitted by Charles. Ripton Selectboard approved stipends for commission members, but deductions will be made for non-attendance at meetings. A time sheet will be used at future meetings for record attendance.

3) New Business

A. Mowing & Cemetery Cleanup Bidding Notice for 2015 was published in the Addison Independent. One bid was received at the Town Office from Joseph Malzac. Notice is also posted at the town office and the Ripton Country Store.

B. Petitions for new Commission members – Open position this year will replace Charles with a 5 year term - Marlene Thompson said yes and has submitted her petition. Hanson's will not run this year due to the land donation that is in process. Carol Brush Cummings was not asked this year. We don't know whether Mark Rusciollelli was asked but the deadline to get names on to the ballot has passed.

C) Work orders – Charles made revisions to the 3 forms: Corner Post Work Order, Memorial/Marker Work Order, and Internment Work Order, attachments 3C-1,-2 and -3 2-4-2015 respectively. Liz made the motion to approve the changes, seconded by Bonnie. Work order forms have been adopted by unanimous vote.

D) Fundraising Drive - Charles designed a postcard to mail to Ripton residents reminding them that work is being done on the Ripton Cemeteries through the new Commission and to request donations to assist in restoration maintenance and repair. Bonnie made the motion to approve sending out the postcard to residents, seconded by Liz. Motion passed by unanimous vote

E) Approve Spending requisitions –

- i) \$12.69 for Addison Independent Mowing notice
- ii) \$81.60 to mail 240 fundraising postcards for Ripton residents
- iii) \$25.00 Vermont Cemetery Association membership

Bonnie made the motion to approve expenses listed above, seconded by Liz. Motion passed by unanimous vote.

- 4) Other Business – Commission could have an information table at recycle during the year, at the Ripton Fire Department BBQ, and work with school children regarding Ripton war veterans buried the town cemeteries.

Meeting adjourned at 8:10 PM.

Next monthly meeting: Wednesday March 4, 2015, 7:30 PM Town Office