

Stockbridge Cemetery Commission Minutes

Tuesday, January 25, 2022 at 10:00 a.m.
Town Offices, 50 Main Street. In Person and via Zoom.

Present:

Karen Marshall, chair
Mike Canales, Town Administrator
Candace Currie
Peter Williams, Historic Preservation Commission
Roxanne McCaffrey, Select Board
Patrick White, Select Board

Absent:

LHA representative
Chuckie Cardillo
Hugh Page, Highway Superintendent

Meeting called to order at 10:00am.

Wendy Pearson, Director, Stockbridge Library, asked for clarification on the Commission's policy for allowing public tours at the Cemetery.

After determining that the Commission doesn't have a policy right now, it was decided to develop one. Once done, it will be shared with the Library. In the meantime, the Library has agreed to provide the Commission with dates of tours, in advance. No limit on number of participants as of right now.

It was also agreed that, as with other policies for other events in town, the policy will consider an event to include multiple occasions of the event happening.

Update on covering Cemetery until Facilities Manager position is filled.

Mike reported that Rich Atwood is covering all burials and record keeping. He reports to Mike.

Karen suggested we consider restructuring Chris Marsden's responsibilities into two types of positions: one for burial and record management, (Rich Atwood or someone like him); the other for landscape maintenance, preservation, and major projects, (Facilities Manager). For further discussion after more is known about the new Facilities Manager

Possible tree work next year, cost and timing.

Karen reported that before leaving, Chris Marsden identified about \$20,000 worth of tree work. This might include pruning, removal of dead limbs, and tree removal.

Mike explained the process of removing trees, and other work, and how that might be funded. After discussion, it was agreed the Commission needed more information on what work was actually needed. It was agreed to ask the Tree Warden for a report on conditions in the Cemetery. Mike will contact Mark Faber, the Tree Warden.

Draft Assessment report and next steps.

The Commission discussed the Draft Assessment Report submitted by Preservation, Inc. A request was made for the Spread Sheet of headstones be shared with the Committee. Karen will send that out to everyone.

Any changes to or questions about the Draft should go to Mike.

The Commission then discussed how of the project to fund this year. There is \$406,286.32 in the Cemetery Care account. To do the entire project will cost roughly \$300,000.

It was decided to ask for the whole amount to do the entire project, understanding that this takes a significant portion of the Care account. While some expressed concern about that, other Commission members felt this work has been put off for too long, and the Care account has not been used to improve the Cemetery for many, many years.

In addition, the Draft report highlights some places where volunteers can be used, with the proper training and over sight, to clean headstones, the bulk of the necessary work. Several members of the Commission expressed interest in volunteering and it was agreed more volunteers could be found, with some potential savings.

Roxanne reported that we may have some CPC funds, \$27K, from an earlier application. She will pull old application to check for applicability to this project. Mike reminded everyone if there is money left over, a town meeting vote can return left over to the Cemetery Care account.

Bidding for the project will be based on qualifications (not price); the bid will go out after town meeting, and the work will start in 2023. Mike will contact Preservation, Inc. to learn of their interest in submitting a bid to do the work or to serve as oversight, instead.

A question was raised about what the report suggested doing about the John and Abigail Sargeant stones, which are lying flat on the ground, after the legs they once stood on have disappeared. Karen will follow up with Preservation, Inc.

A motion was made to appropriate \$270K as recommended (Old Section and Curtis), plus 10% contingency, plus 10% for oversight to total \$324K. It passed unanimously.

The question of who owns Gideon Smith burying ground came up. Research on the town website showed it is the town. Patrick suggested adding restoration work there to the current project. Mike pointed out that the Care fund monies can only be used for the Town Cemetery. It was agreed to consider what to with the Smith burying ground at a later time.

Next meeting is Tuesday, February 22 at 10am at the Town Offices and via Zoom.

Meeting adjourned at 11am.

Action Items

Mike will contact Mark Faber, the Tree Warden for report on condition of trees at Cemetery.

Mike will contact Preservation, Inc. to learn of their interest in submitting a bid to do the work or to serve as Clerk of the Works.

Roxanne will check on old CPC project funds.

Karen will send out draft Headstone Spreadsheets.

Karen will contact Preservation, Inc. re: Sargeant stones.

Motions Passed

To appropriate \$270K as recommended (Old Section and Curtis), plus 10% contingency, plus 10% for oversight to total \$324K. It passed unanimously.

Respectfully submitted,
Karen Marshall, *Chair*