

TOWN OF STOCKBRIDGE
Minutes of Meeting

Board or Commission: **Stockbridge Cemetery Commission**

Date of Meeting: Tuesday, **November 28, 2023**

Time of meeting: 10:00am

Place of Meeting: Town Offices and Zoom

50 Main Street

Stockbridge, MA 01262

Present:

Karen Marshall, Chair

Candace Currie, Vice-Chair

Pat Flinn, LHA representative (arrived late)

Peter Williams, at-large

Patrick White, Select Board

Attendees:

Hugh Page, Highway Superintendent

Michael Canales, Town Administrator

Meeting called to order at 10:06.

1. Approval of October Minutes

Motion by Marshall to approve October minutes, 2nd by White; APPROVED

2. Questions for Town Administrator Michael Canales

- a. Hearse House – This building, used for storage, needs repair. It is of historic significance per historical commission and therefore, worthy of saving. Williams will check with builder/contractor to update a 2019 RFP. One proposal that was received in November 2019 came in at \$78,403.
 - i. **Repair funds for the Hearse House to be a Capital Budget item.**
- b. Garage Building – Roof and wall repairs to be completed for this mower & trimmer storage building. Additionally, improvement to bathroom and utilities are to be budgeted.
 - i. **Repair funds for the Garage Building to be a Capital Budget item.**
- c. Cleaning supplies for volunteers and/or employees – The materials and solution for cleaning the monuments (soft-bristled brushes, buckets, sponges and D/2) will be a cemetery budget item. Items may be stored at the new highway department building to prevent the D/2 from freezing. Page requested that Marshall send an email to the highway department with the list of items to be bought and stored.

- i. **Marshall asked Page if the workers could spray monuments with D/2 as part of their mowing routine.** D/2 cleans without doing additional scrubbing; there's no need to wash it off. Spraying with D/2 would accelerate the cleaning process. **Page is amenable.**
- d. Sewer pipe that runs through part of the cemetery – The town may only move the sewer pipe used by one private residence adjacent to the cemetery if the *town benefits* by the pipe being moved. There is a workaround for keeping the pipe in the cemetery, but it does involve re-positioning the easternmost road to go over the pipe instead of alongside it; thereby allowing the creation of additional grave space. This change would allow an entire row of cremation-only graves, which would benefit the town. Town Administrator to determine cost assuming there is a benefit to the town.

3. Cemetery Finances

Marshall presented the preservation finances. With projects paid for and those that are approved, but not spent yet, the Preservation Account has \$106,390 as of January 2024.

In CPC funding: we have spent \$24,500 from the \$42,000 I asked for, leaving us \$17,500. Ian suggests the amount to finish the entire project will be under \$9,000.

Untapped Cemetery Account

What remains in the untapped Cemetery Account, in November 2023 is \$93,201.12. From May of 2022 to November of 2023, the Cemetery took in \$10,915 in revenue. That was over 18 months. (Roughly \$606/month. That may include interest...)

4. Presenting Information and Searchable Database Online

- a. Currie feels it is important to share documents that show preservation progress and support document exchange and consistency between members of the cemetery commission and as different members come and go from the commission. White estimates a one-time fee of \$5,000 to \$10,000 would be enough to create and support a website for this purpose. More discussion is needed on this topic.

5. 'Open' Signs for Cemetery

- a. Currie will follow up with sign companies as Ghi Sign in CT is no longer able to produce the signs for us

6. Master Planning Ideas

- a. Currie presented a list of ideas (areas of interest) that might comprise a cemetery master plan ensuring that the commission doesn't complete a project without thinking about the future.

- b. An organization like the Conway School of Landscape Design could complete a project like this providing a suitable roadmap for the commission and future commissions.
 - Areas of Master Planning Topics Include:
 - Historic Preservation
 - Capital Improvements
 - Stone Structures
 - Trees, Shrubs, Perennials
 - Roads
 - Grave Space
 - Signs
 - Website for Documents and Searches
 - Mapping

7. Next meeting January 9, 2024 at 10AM for CPC funding of the Hearse House

8. Next regularly scheduled meeting is January 23, 2024 at 10AM.

Meeting adjourned at 11:07am

Respectfully submitted,
Candace Currie, Vice Chair