

Cemetery Commission
Minutes
August 11, 2025
10:30am at the Granville Town Clerk's Office

I. Call to Order - 10:30am

In attendance: William Brokhof, Vic Parrish, Kate Stauss, and Cheryl Sargeant in an advisory role as Town Clerk.

II. Approve Minutes of 4/22/25 and 7/17/25. Note: William Brokhof's name should be corrected from Brokhov to Brokhof in the minutes of 7/17/25. Vic motioned to approve, Will seconded. All in favor.

III. Financials - update on current status of funds

We owe the town \$104.69 for flags (unused and currently stored on Will's property). Nancy has ordered checks which will allow us to reimburse the town from our accounts. Vic made a motion authorizing payment, Will seconded. All in favor. Some discussion about whether the commission needs the office of treasurer. We will continue to discuss this issue as we explore revising our bylaws.

Kate will send a thank-you note to our sexton for paying for and distributing Memorial Day flags this season. Cheryl will send Kate the name and address.

IV. Old Business

A. Review of other towns' plans including material about home burials, cremated remains in non-cemetery spaces, natural burials, etc.

Vic brought a comprehensive document about managing cemeteries in the state of Vermont produced in 2017 by the Secretary of State. It includes statutes, sample policies and names and contact information for helpful organizations. She also brought exemplars from Corinth, Halifax, and Stamford. Kate brought Waitsfield's cemetery commission guidelines as well as their policy on green burials and notes from the Mad River Valley summit of Cemetery Commissioners. The Granville Commissioners will review these materials over the next two weeks and assess what could work well in Granville in preparation for our next meeting.

B. Review and Revision of Granville's Bylaws

The group turned its attention to our bylaws, produced in 1985.

1. Vic stressed it is important to include all possible contingencies in the bylaws, suggesting that Vermont statutes should be cited to clarify why particular guidelines are necessary.
2. Discussion ensued about the importance of including Perpetual Care as part of the prices of burial. No Perpetual Care fee has been paid since 2004, and those revenues are important for the upkeep of our sites.
3. Kate observed that there were many redundancies, seeming contradictions, and obtuse language in the current document that should be simplified and consolidated. Several examples of confusing and repetitive sections were cited.
4. An important discrepancy between the current bylaws and practice was surfaced during discussion: **the cemetery commission must be informed of burials prior to their occurrence.** Cheryl reported that we only have Sandersons in Middlebury as our burial transit service, yet Days Funeral Home in Randolph does a large number of burials in Granville including our most recent burial in Elmwood. Vic recommended that Cheryl appoint Days Funeral Home as a burial transit service as well so that the Cemetery Commission and the Town will receive the proper paperwork.
5. Vic wondered about the 1980's addition to the Elmwood Cemetery which was compliant at the time but is now in the flood plain. We might consider using that space for a Memorial Garden for ashes as opposed to traditional burial options.
6. This conversation will be continued after the group has had a chance to read the new documentation.

C. Cemetery Repair and Maintenance Workshop

Will reported about the excellent workshop he attended in July. A large group of volunteers and knowledgeable leaders righted and cleaned stones that had been flagged by the town for repair. Will recommends we follow their lead and use D2 Biological solution which is both effective and gentle on stones, and not harmful to the environment.

V. New Business - Plans for maintenance of South Hollow Cemetery

Will recommends cutting back brush and cleaning stones. He doesn't believe more substantive repairs are needed at this time. He made a motion to buy a 5 gal. container of D2 for \$210, Vic seconded. All in favor. Discussion ensued about the process of payment. Will will ask Nancy Needham to produce a Purchase Order so that we can create a paper trail of expenses. We are considering making the cleaning of South Hollow cemetery a community event, tentatively on Saturday, October 18.

VI. Any other necessary business - NONE

VII. Adjournment - 11:45am with the next meeting scheduled for Monday, August 25 at 10am.

Respectfully Submitted,

Kate Stauss
Secretary
Granville Cemetery Commission