

Cemetery Commission
Minutes
February 12, 2026
10:00 am at the Granville Town Clerk's Office

1. **Call to Order** - 10:00am Veronica Parrish & Kate Stauss in attendance
2. **Minutes of 10/14/25** - Approved as written.
3. **Financials** - Vic made a motion to reimburse Dan Mutchler \$647.88 for rental of Dingo bucketloader in order to dig a grave in June, over and above the monies paid to him by the funeral home. Kate seconded. All in favor.

4. **Old Business**

A. Review proposed Sexton contract

The board drew upon exemplars from at Morristown, Brookfield and Plainfield to create a job description for the sexton.

Candidates should have good communication skills, organizational skills, and ability to follow all pertaining statutes as required by Vermont law.

Duties include:

- 1) Check on cemeteries at least once a month from May through October and report to Commissioners if maintenance needs to be done.
- 2) Meet with buyers to locate, discuss and sell lots and report to Commissioners.
- 3) Consult with Monument Company about placement of corner marker and monument, and report to the Cemetery Commission of same.
- 4) Place flags before Memorial Day and remove them in November.
- 5) Open and close grave lots; backhoe to be reimbursed by Cemetery Commission with prior approval. (This may be conditional upon further research with the funeral home.)
- 6) Instruct vault drivers on location of graves.
- 7) Keep cemetery maps up to date in coordination with Commissioners.

Contract would include a small stipend to incentivize the annual work that is not included in burials. Kate will draft a proposed contract and circulate via email to the Commissioners. The contract will be revised and/or approved at our next meeting.

B. Review Revision of Granville's Bylaws, Sections II and III

Section II. Discussion about the word “rule” which will remain for now.

Rule 1, stands as revised.

Rule 2, stands as revised.

Rule 3, stands as revised.

Rule 4, stands as revised.

Rule 5, revise “and” to “any”

Section III.

Rule 1, revise to “...should contact the sexton to select a plot location. The sexton will enter the information into Town records in consultation with the Cemetery Commission.”

Rule 2, stands as revised.

Rule 3, revise to “... with the cemetery plats for Elmwood Cemetery and the new section of North Hollow Cemetery on file in the Granville Town Office.”

Rule 4, stands as revised.

5. **New Business**

- Ongoing review of next sections of Bylaws. Vic moved that we table until the next meeting. Kate seconded. All in favor.
- Propose a date for postponed South Hollow Cemetery Community Cleanup. Kate moved to table to next meeting. Vic seconded. All in favor.
- Discuss possible hand-out at Town Meeting. We don't have enough to report out yet. We will be having a warned meeting - as mandated by law - when we have completed the Bylaw revisions.

6. **Any other necessary business**

Over the course of the meeting the following ideas for cemetery improvement were mentioned, to be discussed in future meetings: signs for the cemeteries with the names and hours, benches for the cemeteries, fences along the road North Hollow and Elmwood Cemeteries, and plats of all cemeteries.

7. **Adjournment** at 11:11am. Kate moved. Vic seconded. All in favor.