

Stowe Cemetery Commission Meeting
Tuesday, March 19, 2024
AGENDA

A meeting of the Stowe Cemetery Commission will be held Tuesday, March 19, 2024 at 8:30 am via a hybrid/Zoom meeting.

Join meeting: <https://us02web.zoom.us/j/88296115656>
Dial by your location +1 646 876 9923 US (New York)
Meeting ID: 882 9611 5656

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|---------|---|
| 8:30 am | Superintendent's Report |
| 8:50 am | Minutes, work orders, correspondence & document revisions |
| 9:00 am | Treasurer's Report
Remembrance Program Report |
| 9:20 am | Discuss Stone Restoration Contract |
| 9:30am | Discuss Corner Post Supply Contract |
| 9:40 am | Discuss Trust Fund projects |
| | Any old or new business brought to the commission. |

Times are approximate & subject to change.

Stowe Cemetery Commission Meeting
Tuesday, February 20, 2024
Approved _____

A meeting of the Stowe Cemetery Commission was held Tuesday, February 20, 2024 at 8:30 am via a hybrid/Zoom.

Members present: Donna Adams, Claire “Skeeter” Austin, Gail Kaiser, Nancy LaVanway, Judy Smith, Mike Lemaire, Karin Gottlieb

Superintendent’s Report

No Superintendent’s Report was available.

Minutes

After review with changes made, the Minutes were approved as amended on a motion by Gail, seconded by Nancy.

Work Orders

There were no Work Orders to review.

Review of Riverbank Repair Estimate

Donna reported that a revised estimate of \$14,245 from Heritage Memorials had been received. The estimate included labor, materials and equipment to repair approximately 70 green flagged stones per the photos supplied by Donna. This contract replaces Contract #5755. Donna said that Heritage would do what they could do to repair the small stones by reworking the dirt at the base of the stones but the estimate did not include a small foundation under them.

After further discussion regarding the budget, Donna said she would request two contracts from Heritage – one for \$10,350 to be completed by June 30, 2024 and another for \$3,895 for the remaining work to be completed by October 2024. Those contracts will be need to be approved at the Commission’s March meeting.

Treasurer’s Report

Skeeter supplied information to the Commission prior to the meeting and said there was not much more to report. The Treasurer’s Report was accepted on a motion by Karin, seconded by Nancy.

Remembrance Program

Skeeter reported that Karin had received a written estimate for \$8,800 to paint both sides of the fence and street side at West Branch. Karin said she was also awaiting two other interested parties to respond but after follow up still had not heard back. Skeeter recommended going with the written contract received. The contractor is aware of the dedication deadline. There was

further discussion regarding details of the dedication ceremony. Skeeter said the Remembrance Committee would be discussing these details at their March meeting.

Trust Fund Projects

Skeeter asked what amount of funds would be used from the Trust Fund and Remembrance Program to contribute to the fence painting. A lengthy discussion took place regarding the condition of the existing fence and questions regarding the longevity of the proposed painting and guarantee of the work. There was discussion on how to move forward with the project. Skeeter said she would like to get a detailed plan together regarding the estimate after speaking with the contractor. She would present the information to the Remembrance Program committee and then bring it to the Commission at their March meeting.

Mike made a motion to request up to \$6700 from the Trust Fund for the painting of the fence at West Branch, seconded by Nancy. Motion carried. Donna opposed.

There being no further business to conduct, Donna adjourned the meeting at 10:15 am. The next meeting will be held on Tuesday, March 19, 2024.

Minutes respectfully submitted by Susan Moeck.

Heritage Memorials, Inc.

515 Union Street
Newport, VT 05855

Cemetery Repair Contract

Date	Contract #
2/27/2024	5836

Name / Address
Stowe Cemetery Commission c/o Donna Adams P.O. Box 730 Stowe, VT 05672

Customer Info.		Job	Terms
		Riverbank	Due upon completi...
Cemetery	Location/ Directions	Family Name/ Material/ Work Ordered	Amount
Stowe, Riverbank	Green Flagged stones	Labor, materials and equipment to repair approximately 50 green flagged stones; per photos from Donna Adams *NOTE: Left over materials will be dumped at a designated area in Riverbank Cemetery, per David Danforth, Superintendent. **TERMS: Work to be done prior to June 30, 2024. Contract will be invoiced after work is completed.	10,300.00

I hereby agree to pay the Total due upon completion of repairs. HERITAGE MEMORIALS, INC., agrees to complete the work in a timely manner, unless unforeseen causes prevent, and then, as soon thereafter as practicable.

Subtotal	\$10,300.00
Sales Tax (6.0%)	\$0.00
Total	\$10,300.00

Signature of Purchaser _____

Date _____

Phone #	Fax #	E-mail	Web Site
802-334-2314	802-334-4635	heritagememsvt@gmail.com	www.heritagememorialsvt.com

Heritage Memorials, Inc.

515 Union Street
Newport, VT 05855

Cemetery Repair Contract

Date	Contract #
2/27/2024	5837

Name / Address
Stowe Cemetery Commission c/o Donna Adams P.O. Box 730 Stowe, VT 05672

Customer Info.		Job	Terms
		Riverbank	Due upon completi...
Cemetery	Location/ Directions	Family Name/ Material/ Work Ordered	Amount
Stowe, Riverbank	Green Flagged stones	Labor, materials and equipment to repair approximately 20 green flagged stones; per photos from Donna Adams *NOTE: Left over materials will be dumped at a designated area in Riverbank Cemetery, per David Danforth, Superintendent. **TERMS: Work to be done between June 30, 2024 and October 1, 2024. Contract will be invoiced after work is completed.	3,945.00

I hereby agree to pay the Total due upon completion of repairs. HERITAGE MEMORIALS, INC., agrees to complete the work in a timely manner, unless unforeseen causes prevent, and then, as soon thereafter as practicable.

Subtotal	\$3,945.00
Sales Tax (6.0%)	\$0.00
Total	\$3,945.00

Signature of Purchaser _____

Date _____

Phone #	Fax #	E-mail	Web Site
802-334-2314	802-334-4635	heritagememsvt@gmail.com	www.heritagememorialsvt.com