

Warren Cemetery Commission Meeting April 28, 2026

Draft Minutes

Present: Charlie Snow, Julie Burns, Jeff Campbell, Camilla Behn, Brent Adams

Called to Order 5:10 PM

Julie reported that the current account balances were as follows:

Money Market- \$1767.25

Perpetual Care Fund- \$89,674.91

NSB Checking- \$4425.41

Capital Fund Balance from 2025- \$15,000

Discussed funds available in Capital Account and determined there is \$15K from last year plus there will be another \$15K available that was approved for the FY 2026 budget.

This year's Capital request was intended as \$10K toward fence repairs and \$5K toward future road maintenance.

Trees:

- Charlie will look at and probably take down the dead trees along the Lick driveway.
- Julie will ask Lick to cut all tree limbs back to the tree trunk for any trees along the fencing on the North property line.

Fences:

- We will remove the 8 or so sections of fence in front of the DeBor property which are rotted and not able to be repaired. We will not plan to replace them at this time.
- We plan to meet with Ms DeBor and other property owners in May in order to establish good rapport and mutual understanding of our shared boundaries.

Stones:

- Julie will contact Green Valley Memorials to engage them for the repair of 41 stones in the lower part of the cemetery. The bid for this was \$3850 to repair and relevel.
- Julie will contact Matt from Capital Custom Sand Blasting to say that once the repairs are complete, we would like to engage him to clean 365 stones in the lower part of the cemetery at his bid of \$9200.
- Funds for cleaning and repairs totaling approximately \$13,500 would come from the Perpetual Care Fund.

Perpetual Care Fund:

Commissioners discussed what we felt was the desired minimum balance for this account.

State of Vermont law says that municipalities are not required to maintain any perpetual care funds, but we all agreed that we wanted to keep a substantial amount for a safety net in case of disaster.

All commissioners voted in favor of keeping a minimum balance of \$75,000 in that fund.

Other:

- Charlie asked to have East Warren Cemetery map updated to show existing plots so that he can sell more. Brent agreed to work on this as he is able.
- Charlie requested a load of $\frac{3}{4}$ " stone delivered to the E Warren Cem parking area for him to spread with his skid steer. Camilla said she will talk to Andrew about this.
- Work is going to be done on painting and repairs at the East Warren Schoolhouse that will require them to temporarily remove part of the fence around that cemetery. Camilla will pass along to the Select Board that the CC would like to have Andrew Spencer be the one to remove and replace the fence so that it does not get damaged.

6:15 PM Adjourned