

BCC Min 2015. 05-13 Barrington Cemetery Commission (App. Jul 8, 2015)
The Barrington Cemetery Commission met on Wednesday, May 13, 2015 at 3:00 PM in the Meeting Room at the Barrington Public Library-Community Center. Present Mr. John A. MacIntyre, Jr., Chair; Mr. Robert Black; Mrs. Sarah P. Small, Secretary of the Commission; Mr. Steve Primiano, liaison to the Town Council. Mr. Enzly Ramsay, Superintendent of Operations, was absent.

Agenda Items by number:

1. Mr. MacIntyre called the meeting to order at 3:13 PM.
2. Mr. MacIntyre requested review and approval of the four (4) sets of Commission Meeting Minutes held during the month of February, 2015. (Attached)
 - Feb. 11, 2015, 3:00 pm. BCC Regular Monthly Meeting.
 - Feb. 11, 2015, 10:00 am. BCC Meeting Annual Financial Review with Eagle Strategies and Town Finance Director.
 - Feb. 25, 2015, 10:30 am. BCC Meeting for "Revision of the BCC Investment Policy" with Eagle Strategies and Town Finance Director **including the attached** "Revised Approved Asset Allocation 2015-02-25 & Investment Policy".
 - Feb. 25, 2015, 11:00 am. BCC Special Meeting with Town Officials.

There was discussion. Mr. MacIntyre moved that all four (4) February 2015 meeting minutes, with the approved investment policy attachment, be approved as presented at this meeting. Mr. Black and Mrs. Small seconded the motion. Motion carried unanimously. (**Attached**)

Mrs. Small distributed hard copies of the draft minutes for the regular meeting held on March 18, 2015 and the meeting called by the Town Council held on March 30, 2015. She will forward e-mail copies with suggested corrections and clarification, along with the April 8, 2015 Draft Minutes, so they may all be considered for approval.

3. Superintendent's Report: Mr. Ramsay was absent. Mr. MacIntyre reported on maintenance: Mr. Ramsay's Invoice of the month of April has been received. Spring fertilizing has not been billed.

The large, and low hanging oak limbs along the stone wall at the front of Prince's Hill have been removed.

The Story Marker at FC Lot 541, which has been leaning, has not been straightened.

4. Cemetery Records preservation and management system:
Mr. Black reported contacting Boston Computer Scanning Company, (bosscan.com), with address P. O. Box 1646, 59 Albion Street, Wakefield, MA 01880, tel. 781-245-1050, and talking with Mr. Ted Dooling about the services offered by the company. Mr. Dooling indicated that Boston Scanning has provided services for numerous cemeteries with electronic scanning of maps, documents, etc., putting the information on a server, keeping it updated, and backed up "in the cloud in the sky." The company will scan information on site, and provide training for local people who are producing and accessing the information. They charge a set-up and licensing fee. Costs depend on amount and type of material to be included.

Mr. MacIntyre indicated there are approximately 4700 Lot cards in the vault in the Town Hall. Town Clerk Meredith DeSisto, has indicated that records belonging to the Town, may not be removed from the Town Hall, so scanning must be done 'in house'. Mrs. Small believes it would be helpful to make all scanned information *easily searchable*, preferably through an Index of some kind. There was discussion.

Mr. Black will arrange for Mr. Dooley of Boston Scanning to give a presentation of the company's services at a meeting on Wednesday, June 10, 2015 at 1:00 pm, before the regular monthly meeting. Commissioners will bring and discuss examples of Cemetery information to be scanned, i.e. Lot cards; The Spreadsheet maintained by Mr. MacIntyre, including the photographs of the markers; Commission Meeting Minutes; Inventory of physical property; 'Deeds' to 'space' including the "type of space"; Scattering ground records; Veterans' burial records and grave markers (flat in ground, on marker, or 'stand-alone" i.e upright iron, cast aluminum, etc.); Marker or monument records – sketch of type, producer, date of approval, date of installation, service record, etc. Fannin and/or other restorations; Maintenance Records; Invoices and Payment records; Investment Records; Photographs and Drawings (newspaper, digital, 'snapshots'); Handwritten letters and notes; Brochures; Books; other printed material; Accommodations for additional information such as required by Law, a local catastrophe, etc.

Questions include: Time necessary to scan all the current information – and who/when and how often will the information be updated at the Town Hall? Safety and security features? Cost for set-up and contract for maintenance? It was suggested that anyone responsible for Cemetery Commission information might attend to make suggestions and ask questions. i.e. Town Clerks, Finance Director, maintenance employees, others who work with burials and cemeteries, etc.

5. Fannin Stone Restoration for Aug. 2015:

Mrs. Small reported an Inventory of Broken Markers at Tyler Point, as follows. She will take detailed photographs for Fannin-Lehner Restoration consultants, Jim and Minxie Fannin, so they may advise and prepare for preservation work during the week of August 10th.

Inventory of broken markers at Tyler Point Cemetery, as of May 12, 2015:

Slate Markers:

Approximately 4-5 slate markers broken and down. Question as to whether they can be repaired: Including but not limited to: Kelley, Elizabeth, w/o Edward Kelley; John Kelley 1777; John Kelley? ; John Short and wife Phoebe (double); Mrs. Judith ____; Jonathan H. Bowen?, s/o Mr. ____ Bowen... d Jan. 28, 1787? Age 4 months; Capt. James ____, Sept. 28, 1793 age 72 yrs; Mrs. A. Drown 1801 (footstone)
Mr. John Lawton, 7 May 1759, (large in one piece)

Marble Markers:

Approximately 8 to 12 marble markers broken to various degrees and/or down: Included, but not limited to: Short, Martin, Stanley, Kent & wife?, Drown, Bishop, Winsor?, Bowen?, etc. Samuel Short, d. Jan. 30, 1836, 81 years; (fancy top) ...of Capt. ____ in her 60th

year; large marble face down; willow tree – Mrs. ___ w/o Capt. Samuel R. Martin, Feb. 23, 1828; Nancy Stanley, d May 25, _; Joseph H. Kent b July 8, 1831 d Aprl 4, 1897 off key; ...wife Ira in 73rd year; Eliza Drown, w/o ___ley s/o ___ Jan ___ Aug. 18, 1879; Martha, d/o (square top,

K?P?, d. Jan. ___ in 81st year (next to concrete slab) ; Elisabeth Drown, wid of Jonathan, d. 1818 broken straight across bottom; Near boatyard fence – Chloe... d/o ___ ver and ___ Bishop, _ 2 yrs?; Benjamin s/o ezer and M... Winsor?, d Aug. 1810, age 25 yrs.; Harriet E. w/o Lewis O. Par... d/o Jonathan & Abbie Bow... d May 18, 1875; Allen Bo___ d Jun 27___, a 6 _ . Several illegible

6. Flags to be placed on Veterans' Graves at Memorial Day:

RIACHC and the RI Veterans Cemetery have asked each Town to identify the numbers and placement of American Flags for Memorial Day in the Town. Mr. MacIntyre responded to:

1. Who Orders Flags and the Number ordered – Mr. Paul Dulchinos and Mr. William Groves are associated with Barrington Veterans' organizations, and may have a list of Veterans buried in the Town of Barrington for whom the flags are ordered.
2. Number of flags ordered – If Mr. Dulchinos and Mr. Groves do not know the number of Flags ordered, Mr. Louis Codega and Mr. Samuel DeAngelis may also be able to advise on ordering and placement of flags.
3. Who installs flags – The Boy Scouts of Barrington Troop 2 have placed flags for Memorial Day on graves of Barrington veterans for many years. Mr. MacIntyre believes that Mr. Santoro in no longer the leader of Troop 2 and suggested contacting Mr. Greg Voigt who is now associated with the Scouts. Mrs. Small will also inquire regarding Memorial Day flags for veterans' graves at Maria del Campo Cemetery on Upland Way.

Mrs. Small will follow-up with the people suggested by Mr. MacIntyre, in preparation for a report to Mr. Jonathan Rascoe, Director of the RI Veterans' Cemetery, and to Ms. Margaret (Pegee) Malcolm, Chair of the RI Advisory Commission on Historic Cemeteries.

Mrs. Small distributed hard copies of the draft minutes for the regular meeting held on March 18, 2015 and the meeting called by the Town Council held on March 30, 2015. She will forward e-mail copies with suggested corrections and clarification, so they may be considered for approval at the June 10th, meeting.

Donation: Mr. MacIntyre reported that the Commission has received a donation for the BCC Preservation Fund, in memory of Al Pearson, a former Commission Superintendent. Mrs. Small will write a "Thank you note."

7. Meeting adjourned at 4:35 pm.

Sarah P. Small, Secretary

