



## CEMETERY COMMISSION MEETING MINUTES

July 21, 2025

Present: Jim Kenney, Chairman  
Darryl Darby, Member/Cemetery Sexton  
Gladys Wheeler, Member  
Guest: Sara Adams

### Minutes:

- 1. The meeting was called to order** at 10:05am. Roll call was taken
- 2. Acknowledgement of meeting recording status** – This meeting was not recorded.
- 3. Consider reorganization of Cemetery Commission:** J. Kenney asked if either of the other Commissioners were interested in reorganizing the Commission or if either were interested in taking on the role of Chair. Both Commissioners were content with the current organizations. J. Kenney made the proposal that the Commission remain as is, it was seconded and voted 3-0 in favor.
- 4. Finalization of minutes from the May 5 and June 16 meetings:** Minutes were finalized and the signed versions will be provided to the Town Clerk.
- 5. Updates on recent activity / requests regarding the cemeteries** –D. Darby indicated that one burial occurred in South Cemetery on July 20 and another is planned for July 27. No new requests have been made of the Cemetery Sexton since the last meeting.
- 6. Discussion of cemetery related fees to be posted on town's webpage:** The Selectboard has requested that the Cemetery Commission provide a list of burial-related charges which will be posted on the town's webpage. J. Kenney will provide the following:
  - Burial permit for deaths that occur in Peru, currently \$10, paid to the Town Clerk
  - The Cemetery Sexton fee, currently \$75, and paid to the Sexton by the Funeral Director or family
  - Gravesite preparation, currently \$400 for casket burial, \$250 for urn burial and paid to the contractor by the Funeral Director or family
  - Installation of the corner markers, currently \$100 and paid to the contractor by the family. Corner markers are currently purchased by the family.

Since corner markers are required to mark allocated burial plots, a new fee will be proposed to the Selectboard for the purchase and installation of corner markers by the Cemetery Sexton. Total cost: TBD.
- 7. Continued discussion: Burial costs paid to town to include Sexton fees as well as costs and responsibilities for installation of corner markers.** The Commissioners agreed that corner markers can be installed when the burial plot is being prepared for the burial. Darryl Darby, the current Sexton, offered that he would order corner markers after meeting with families to select a burial plot.
- 8. Update on activities related to use of the previous and current budget:** J. Kenney reported that a contractor has been identified who'll be able to reset the Brown headstone in North Cemetery, likely in late-July – early August. A follow-up call will be made to see when this work has been scheduled.

The granite posts to re-define the South Thompson Burial Ground are in town and will be delivered to the cemetery. Installation will occur in August.

A flagpole for South Cemetery has been received. The flagpole will be installed by the Highway Department as time allows.

9. **Planning for next Cemetery Commission activities or next Cemetery Commission Meetings:** The next meeting will be held on August 25 at 10:00am in the Community Center.
10. **Any Other Business** – G. Wheeler developed a form to assist with information needed for burials and can be used by the Sexton when interacting with families. It's titled: Sexton's Record of Burials and provides areas to record information about the deceased, including military status, contact information of the family member arranging the burial and documenting the location of the burial. It was agreed to use this form in the future to determine if any other information should be captured prior to a burial. Nice work, Gladys!

Sara Adams joined the meeting to respond to a request made to have corner markers installed on the two plots in Center Cemetery which were assigned when Mr. Adams passed away in 2010. Sara has identified a monument company in Great Barrington and hopes to obtain a headstone and corner markers sometime in the Fall.

J. Kenney explained that Find-a-Grave has a South Cemetery burial for Sally A. Fox, wife of Bruce Cornwell. Mr. Cornwell's headstone is known but there doesn't seem to be a record of Ms. Fox having been buried at South Cemetery. While discussing burial permits with Kim Leach, the Town Clerk, I mentioned this situation and Kim was able to contact the family so better understand the circumstances. Ms. Fox has been cremated but not yet buried. Burial is intended in Dalton. Find-a-Grave has been contacted to update the entry.

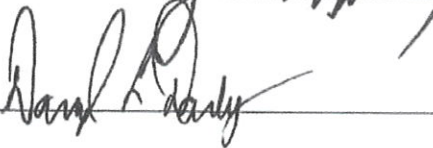
11. **Adjourn Meeting** at 11:50am

Approved and submitted:

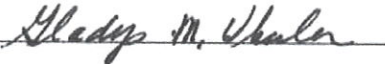
James Kenney, Chairman:



Darryl Darby:



Gladys Wheeler:



Date:

8/25/25

Received 8-25-2025  
Kim Leach, Town Clerk