

September 11, 2025 Town of Orange Cemetery Commission Meeting Minutes

In attendance: Clark Agnew, Rod Coronado, Mike Raboin, Town Treasurer Bill Crowther

Agenda item 1 Discussion of the Perpetual Care Fund (PCF) was the only item addressed at the meeting due to time constraints.

CC Chair Coronado called meeting to order at 334pm

CC's Coronado and Raboin began the Perp care fund discussion about policy change and what happened when deposits to the fund appear to have stopped 6yrs ago. We discussed the most recent cemetery policy that was adopted, directing all cemetery plot sales to go into the PCF rather than any general cemetery account. Treasurer Bill explained his history and understanding of policy from when he was in office and explained the current situation as he could determine through accounting. Bill informed us that he and Diane are now signed as an agent for the PCF. Bill said the current PCF is approx \$190K. Since 2022, approx 100K has gone into a cemetery account, but not the PCF. The fund has been in place since 2005 and is intended for future cemetery expansion which are not currently planned.

CC Agnew recounted his knowledge of the PCF and that there should be 3 separate town bank accounts related to cemetery business. One for sales of plots, which is the PCF, another for mowing and a third for maintenance and services provided which require payment to commissioners carrying out the work.

4:08PM

We discussed creating better recorded processes for plot sales that need to be taught to new town staff, such as when a plot is sold and how that is recorded.

Bill's going to try to move forward with understanding cemetery policies with a lot of communication and we discussed creating an invoice system, such as done in the town of Barre, for cemetery services.

In addition, we discussed that the Cemetery budget for 2023 was supposed to come from PCF, but never was taken from the fund, which left Bill thinking the CC owed the town the amount still.

We agreed to come up with budget categories for the SB mtg on September 22nd, to request that the Investment fund representative establish for future cemetery business.

4:50PM CC Coronado makes motion to adjourn meeting, seconded by CC Raboin.