



Sextons Committee

October 13, 2026

The Sexton's committee held a regular meeting on October 13th, 2026 at 3:00 pm, in 180 Market Street, 3rd Floor Conference Room 301, and by Zoom <https://zoom.us/j/97442869500>.

Members present: Chuck Rainville, Jennifer McClory, Peter Taylor, Richard Thorngren, Elise Guyette

Also present: City Council Liaison Andrew Chalnack; Dan Albrecht and Chris Dubin, Chittenden County Regional Planning Commission; Andres Torizzo and Kerri Garvey, Watershed Consulting; Katherine King, Vermont DEC; Caroline Foley, City of South Burlington.

1. First item: Meeting called to order at 3:02pm.
2. Second item: motion to add newsletter draft after item 10 approved unanimously.
3. No comments from the public.
4. September 8, 2026, minutes approved unanimously.
5. Update on potential stormwater project at Shelburne Road cemetery by Caroline Foley, Stormwater PM, CCRPC, Watershed Consulting, and Vermont DEC.

Members of CCRPC and Watershed Consulting provided an update on a planned watershed phosphorus reduction project in the Shelburne Road cemetery and in the gully south of the Nissan Car dealership adjacent to the cemetery. The swale located in the Shelburne Road Cemetery is a Class II wetlands, and the project would include removal of invasives plants and replanting with native vegetation to stabilize the banks and restore the wetlands.

A new outlet pipe for the wetlands is envisioned as the existing pipe under the Nissan dealership parking lot is collapsed and at the end of its life.

There is opportunity for the City to do the project cooperatively with CCRPC and Vermont DEC to extend the invasive plant removal, replace the fencing, or other beneficial projects for the cemetery. Soil contamination monitoring in the cemetery

is ongoing Atlas Technical Consultants, LLC and reports should provide information about the water table. The project anticipates no change to the water table in the cemetery. In addition, if existing graves about the work area that may require an archeological survey. The project currently relies on assumed property lines, and the project may need a full boundary survey. Timing for construction is expected in 2028 and may be completed in phases.

6. Review of the current beautification donation fund accounting. Chuck updated the committee that Public Works is lending a pump for watering and Church Hill Landscaping provided a \$600 credit for using the City provided water for the first watering. The accounting continues the plan for cost associated with water hauling as the City has not committed to long term refilling of the water tanks. The new updated available balance for additional beautification is \$6,771.75.
7. The committee approved unanimously a tribute to John Simson to be included in the Sextons FY2026 Annual Report which with the Track Changes indicated and circulated by email in advance was also approved for submission. It was agreed that the group photo from the FY2025 Annual Report would be included and that inclusion of the memorial before and after photos would be urged when submitted.
8. The committee discussed a draft memo to seek municipal exemption in the State Statutes for Columbaria. Chuck's draft will be updated to request an exemption for municipal cemeteries with a minimum of size of 1.5 acres or the smallest possible change to statute for ease of passage. It will then be sent to State Rep Kate Nugent and State Senator Thomas Chittenden with copies to the City Manager and City Council. The memo with discussed changes and action to share it were approved unanimously.
9. The Committee discussed new fencing at Shelburne Road Cemetery, Water Service at Eldedge Cemetery, and purchase of a columbaria as the three highest priority funding requests. After discussion, requesting water service to Eldredge is the top priority due to the new plantings, additional tree plantings planned, and possible additional planting elsewhere in the cemetery.

A columbarium is on hold as a priority while they are not permitted in cemeteries under five acres by State statute and the market for niches in South Burlington is unknown. Fencing could happen in conjunction with the wetland improvement project and requires the Nissan dealership to avoid plowing their snow into the cemetery fence. Committee members will also attend the joint City Council

Planning Commission meeting to advocate for land purchase near the cemetery for City open space and potentially a new access drive from Fayette Drive.

10. Chuck met with City Communications and Outreach Manager Andy Brumbaugh to discuss new cemetery name and rules signage. Chuck proposed to have him on the November agenda to discuss size, fonts, colors, etc. Andy and Chuck suggest the name sign and rules sign be separated so that rules can be changed if needed.
11. Under other business the committee reviewed the draft article for the City newsletter. It was agreed unanimously to remove the last paragraph about the open Sextons Committee position and to add a photo of the new plantings. It was agreed that the article and photo should also be sent to The Other Paper.

Peter requested we complete the City survey about budget priorities.

Chuck updated the committee on the three possible locations discussed with John Simson's family for a memorial bench. Before final locations are determined, ground penetrating radar is required to confirm no graves are present. The committee is asked to consider what rules or guidelines we want to put in place around materials acceptable for memorial benches.

12. At the conclusion of other business, the meeting was adjourned at 4:45PM.