SILVER PLUME CEMETERY COMMITTEE MINUTES

Wednesday, October 14th, 2026, at 6:00 PM

COMMISSION MEMBERS MEET IN PERSON AT TOWN HALL

I. **Call To Order:** M. Frey called the cemetery committee meeting to order at 6:06pm

II. **Roll Call:** Present in Person: Mickey Frey, Martin Gitlin, Cory Chylik, Mac McDonald, Chelsea Nihiser. Absent: Shaun Frey and Lisa Rae

III. Motion to Approve Agenda: M. Gitlin motioned to approve the agenda, C. Chylik seconded, motion passes with all in favor.

IV. **Public Comment**: N/A

V. **New Business / Action Items**

A. Review of New Cemetery Documents:

M. Frey presents the new forms and documents that Town Clerk Nihiser has put together. These forms include a Cemetery contract that replaced the older "cemetery deed", and three brand new forms: an Open/Close request, a monument application, and a transfer request. The contract is filled out when the plot is purchased, providing all the necessary information to sell a plot. The open/close request is filled out anytime a grave is opened and/or closed. This allows the Town to have clear communication on when services are being held, when graves need to be opened, and when they need to be closed. Additionally, it is a mechanism that will prompt the sexton and clerk to obtain all the necessary documents prior to any bodies being interned, such as a cremation certificate or a declaration of remains. M. Frey asks if anyone can open or close a grave, and the clerk informs the committee that per the cemetery ordinance only the Town of Silver Plume, or a vendor previously approved by the Silver Plume Sexton can excavate within the cemetery, meaning that Mickey can open/close graves, or anyone that Mickey/TOSP authorizes, but any random excavation company cannot dig graves. The monument application is another regulatory measure, ensuring that only authorized people, i.e. monument companies/families, are allowed to touch/tamper with grave sites. This also allows the Town to regulate the type of headstone. Currently, there are not any regulations on monuments, however Mac states it would be in the Town's best interest to prohibit any flagstone and/or concrete. Otherwise, the committee would like to allow families to have flexibility choosing their loved ones monuments/headstones. The last document is a transfer request, and this is used to transfer a contract from one person to another. Marty asks if there are dedicated spaces for urns, which there is not a current section specifically for urns. However, the way the ordinance is currently written, you can buy a plot and bury either one casket or four cremains, so one could purchase a single plot and allow three other people to be buried with them. In this case, the contract would need to be filled out to explicitly state this is the wishes of the owner of the contract. The cemetery committee approves the new forms unanimously.

B. Review of New Cemetery Section Proposal:

Selling cemetery plots is currently a bit of a stressful situation, as there is not a section of available plots ready for purchase. If someone were to walk in right now and want to buy a plot, Mickey and Chelsea have to walk through the cemetery with the interested party, look at where someone might be able to be buried, and hope that there isn't an unmarked grave already there. Mickey and Chelsea both feel very strongly that a new section needs to be

opened up for present-day burials. This will allow the clerk to do all the plotting and data entry for the historic sections separately from selling new plots. It also allows the historic sections to remain as they are, with only maintenance needing to be done and no opening/closing occurring. Mickey suggests opening a new, residential public burial section behind Section II, the Historic Italian Section. This land is well within the cemetery property and does not interfere with the Xcel right of way. It is already flat, so the prep work is limited to removing the existing trees. M. Frey estimates approximately 200 graves to fit in the new section. The existing access road can be extended with very little difficulty. The cemetery property goes north all the way to the train tracks, and all the way west to the homes located on S. Charles, so there is plenty of room to expand without needing to purchase additional land in the future. It is noted that a large percentage of this land is probably not usable to dig into, being comprised of hard rock, but there is a lot of room to explore for future sections. Mac states that if this is the case, and the cemetery does have usable room, the Town should consider opening a "non-resident" section as well, and charge market value for these plots. This is a way to get a little more revenue for the cemetery without making it to financially burdensome for the Town residents to purchase plots.

C. Discussion of Cemetery Clean Up:

M. Frey is in contact with a church group that wants to send up to 20 volunteers to the cemetery prior to snowfall to do manual labor. They have offered to trim bushes, cut off tree limbs, rake, and stack slash. Mickey plans to invite them up on October 24th. Mac suggests renting a porta-potty for the volunteers, Clerk states M. Frey should see if Timberline would donate the use of one before we pay to rent it. Mac states folks can park on his blacktop behind the A frame and can also utilize the trailhead parking on Mountain Street, and Clerk states that they can also park along her driveway so that we can keep the cemetery parking lot clear. Additionally, will have to determine if we are getting a roll off to dispose of the slash, have the CCFA come and chip the slash, or if we should make slash piles that will be burnt in the winter months. Mac states that this is an acceptable form of disposal, and M. Frey states that we could turn the bonfire situation into a fundraiser in the Winter. Mickey will confirm with the volunteer group if the 24th will work for them. If it does, clerk will post for additional volunteers to join the effort, and if it does not, hopefully M. Frey will be able to set up an alternate date.

D. Discussion of Cemetery Gate:

Mac states he has some ideas for the cemetery gate but needs to know where they will be placed. M. Frey states that instead of a few individual gates, he would like one single gate that restricts vehicle access to all of the entrances. He states he would like an archway still, but one that opens with the gate to allow heavy equipment through such as cranes for monuments/caskets. Mac states this simplifies things a bit, and he will start to mockup some plans for this. Hopefully the gate can be placed sometime in 2027**.**

VI. Adjournment: Meeting was adjourned at 6:37pm by M. Frey

Respectfully Submitted

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Chelsea Nihiser, Silver Plume Town Clerk, 10.14.2026