

Essex Town Cemetery Commission Meeting
Thursday, April 19, 2022, 10:00
Essex Town Offices

Meeting minutes-draft

Members present: Joe Teegarden, Joan Janzen, Sue Brown

Members absent: Elaine Struck

Others present: Cheryl Brown (Assistant Town Clerk, Administrative liaison to CC), Dave Foster (by phone), Greg Duggan, Town Manager

Meeting minutes-draft

- Meeting called to order at 10:08 AM by Joe Teegarden.
- Public comment: none present
- March 17, 2022 meeting minutes approved with no discussion.
- 1. Update on turf upgrade plan for MVC by Joe Teegarden and Dave Foster (via phone due to storm this morning) updated the CC on the project:
 - Dave Foster (Town Maintenance supervisor) reported that the materials are on order and expected to arrive by the end of this week. He is planning to aerate the existing lawn the first week in May dependent on the weather and then apply the materials before Memorial Day.
 - Dave will also send Tobe Tomlinson (gravedigger) the chemical information of the fertilizer which she requested at the last meeting.
 - How the new lawn will be watered has not been resolved yet, but there is time to come up with a plan depending on how wet the spring and summer are. Tabled until we have more information.
- Other MVC issues:
 - 1. Joe has been in touch with Tom Yandow (who oversees Town facilities) about repair of the MCV shed. Greg Duggan had stopped in and was able to clarify that repairs to the shed are not in this year's budget because it was not listed as Town property at the time, but is now and will be considered in the next budget.
 - 2. The CC members considered, discussed and voted unanimously to accept the proposal from Joe Flynn of O'Leary Burke Civil Associates to survey and plot the Camel's Hump section (new back MVC section) at a cost of \$2000 funded from the Cemetery Fund. Sue will let Joe Flynn know that the CC accepted the proposal and Cheryl will follow up with the necessary paperwork and documentation.

3. Joe had a question about the size of a plot and it's capacity for caskets and /or urns and was this explained at time of purchase. This was opportunity for Cheryl to tell us about the process the she and the Town Clerk's Office are developing to simplify the procedures for purchasing plots and to show us the packet of information for plot owners which she is updating. Included in that will be a graphic showing exactly the capacity of a plot.
4. Concern about trees, shrubs and the aesthetics and landscape practicalities was tabled for the May agenda.

NEXT MEETING – MAY 31, 2022 at 10 AM, Town Offices.

Meeting adjourned at 11:10 AM.

Minutes submitted by Susan Brown, 5/2/22