

Essex Cemetery Commission Meeting Minutes (draft)

Wed., Nov. 2, 2022, 10:30 am

Essex Town Offices

Members present: Joe Teagarden, Elaine Struck, Sue Brown

Absent: Joan Janzen, Cheryl Brown (Assistant Town Clerk and Admin. Liaison to CC); Bob Covey (Sexton)

Meeting minutes:

1. Joe Teegarden, Chairman, called the meeting to order at 10:50 am.
2. Public comment: none attended
3. Minutes from previous 9/28/22 meeting approved.
4. Sexton's report (submitted by email; see below).
5. Joe Teegarden updated us on the Surveying and Lot Mapping Project: He will contact the surveyor (Joe Flynn) to arrange to accompany him when he installs the markers in the new section in MVC. Joe T. will notify the other CC members of that date and time so they may attend if they are available.
6. Tree removal and and repair in MVC and OBG: Joe had gotten two estimates for removal of the large dead tree in the OBG and for cabling the Maple tree with the fungus (on east side of the MVC). After discussion of the two estimates, the CC voted to do the tree work, to accept D.J.'s Tree estimate of \$1600 for tree removal (OBG) and Tool, Talent and Timber's estimate (\$500) for cabling the maple (MVC). Cheryl will follow up with the two companies regarding contract and payment.
7. Sexton's position and search: We were notified by the Town Manager that the CC's request for increased funding for this position was denied. The allocation for next year will remain the same (\$2500). The Town Manager also informed us that advertising for the position had begun. We will talk with Cheryl at next meeting about progress and broadening the search. Of concern to all the CC members is to clearly defining the CC's responsibilities, particularly in anticipation of a new or, very possibly, no sexton in place for the 2023 season. With this issue in mind, Joe, at the request of the CC, will ask Allie Vile (Rec. Dept. Dir). to arrange a meeting with Dave Foster, Cheryl, herself and Greg Duggan in Jan. 2023 to determine and define CC, Sexton and Town responsibilities in the day-to-day running of the cemeteries, especially MVC.
8. Lot value determination was tabled until next meeting.
9. Sexton's report:

TOWN OF ESSEX – MOUNTAIN VIEW CEMETERY

SEXTON' S REPORT

OCTOBER 2022

WORK COMPLETED

☐ Full size interments – 0

☐ Cremation interments - 1

☐ Foundation layouts for memorials – 1

☐ ☐ Corner posts (moving) - 1

☐ ☐ General cemetery work including meeting with lot owners— Approximately 7 hours

COMMENTS & OBSERVATIONS

The month of October has been exceptionally quiet at Mt. View with only 1 cremation interment however, it appears that we will likely finish the season with roughly the same number of interments as the past 2 years. The level of “consumer” queries remains constant as Cheryl and the town office staff seem to field a consistently high number of questions regarding regulations, past interments and lot information to which I am pleased to lend my assistance and support.

As you are all aware, this is my last season at Mt. View. I have enjoyed being of assistance to the Town and Commission and hope my efforts have been beneficial in supporting the needs of the community we serve. A special thanks to each member of the Commission as well as Town Office staff (especially Cheryl) and Public Works for their cooperation and support. At the end of November I will present the cemetery records I have in my possession to Cheryl at the Town Office unless otherwise advised.

Bob Covey

November 1, 2022

NEXT MEETING: Wed., Nov.30, 2022, 10:30 am, Town Offices
Meeting adjourned at 12:04 pm

(Minutes submitted by Sue Brown, Co-chair)