

Essex Cemetery Commission Meeting Minutes (draft)
Wed., Nov. 30, 2022, 10:30 am
Essex Town Offices

Members present: Joe Teegarden, Elaine Strunk, Elizabeth King, Joan Janzen, Sue Brown
Other Attendees: Cheryl Brown, Greg Duggan
Absent: Bob Covey (Sexton)

Meeting minutes:

-Joe called the meeting to order at 10:35 am followed by welcome and introductions for the CC's new member, Elizabeth King.

-Review of agenda

-No members of the public present.

- Sexton Report (see attached below).....and position search: Cheryl reported that position had been posted on the the Town website. So far there had been a couple of inquiries, one of which looked promising. Cheryl will keep the CC apprised, forward resumes when appropriate and include CC member (s) in scheduled interviews.

- Tree removal and repair in MVC and ECBG: Greg Duggan, who had just joined the meeting, clarified that the role of the CC was to identify the issue and allocate funds; the Town (Cheryl) would then contact the vendor(s), handle the contract and oversee the work. With this clarification, the CC made a motion to rescind their 11/2/22 vote to follow up with specific vendors. The motion was then voted on and unanimously approved. The CC then passed a motion to approve up to \$3,000 from the Cemetery Trust Fund to fund the tree work.

- Survey and Lot Mapping: Joe reported that Joe Flynn will be at the MVC on Thurs. 1 PM to lay out and install markers. Any CC member who is interested to see how it is done is welcome. Joe and Sue are planning to be there.

-Miscellaneous issues (Cheryl): (1) Determination of Lot Value: Cheryl presented the issue raised by a lot owner with no deed wanting to resell the lot to the Town. After some discussion, Cheryl will have owner sign an Affidavit of Heirs. If that is successfully completed, the sell-back price will be \$75 (the selling price from the time that the lot was apparently purchased).

(2) Cheryl will let the person who claims she has a lot deed from a private party (not the Town) and wants to transfer it to another family member, that she must bring the actual deed to Cheryl in order to proceed.

- \$9801.07 has been spent from 3/22-11/22 from the Cemetery Trust Fund on MVC improvement project (Cheryl).

- Proposed agenda items for next meeting:
- 1. maintenance of CC building
 - 2. review of \$2500 budget, breakdown, costs and responsibilities, I.e. Town departments and CC

NEXT MEETING: Wed., 10:30 on Jan. 25, 2023 at the Town Offices

Minutes written and submitted by Sue Brown (12/8/22)

TOWN OF ESSEX – MOUNTAIN VIEW CEMETERY
SEXTON’ S REPORT
NOVEMBER 2022

- WORK COMPLETED
- ☐ ☐ Full size interments – 0
 - ☐ ☐ Cremation interments - 0
 - ☐ ☐ Foundation layouts for memorials – 0
 - ☐ ☐ Corner posts - 0
 - ☐ ☐ General cemetery work – Approximately 6 hours

COMMENTS & OBSERVATIONS

In light of the minimal activity at Mt. View this month, this report is more a note of thanks than a report of activity. This is my last report as Sexton of the cemetery, and I would like to express profound thanks to the Commission, Town office staff and Parks & Rec for the opportunity to serve as your sexton. My goal was to provide professional guidance for the operation of the cemetery, improve the general appearance of the grounds and provide families in need compassionate guidance for the care of their loved ones. Without a doubt my level of success was predicated on the cooperation and support of all of you!

I am passing the records of lot ownership and interments along with the “columbarium key”

to Cheryl at the Town Office. Should there be any additional information expected for the transition, please be in touch.

Bob Covey

November 30, 2022