

Essex Cemetery Commission Meeting Minutes (draft)

August 30, 2023, 10 am at Town Offices

Present: CC Members: Joe Teegarden (chair), Sue Brown (scribe), Elaine Strunk, Joan Janzen, Elizabeth King

Town Admin.: Jenn Booker, CC admin. Liaison, Ever Moore, Sexton

Minutes:

1. The meeting was called to order by Joe Teegarden at 10:10 am
2. No members of the public present.
3. 6/14/23 minutes distributed, reviewed and unanimously approved.
4. Ever presented his Sexton's Report (see attached). Of most concern was a leak in the MVC shed which has put the contents of the shed at risk with all the rain the last month.
5. Budget update: (Jenn) the 23-24 Budget CC allocation is \$4500 which Jenn explained is to be used by the CC for cemetery-related expenses. The second CC funding source is the Trustee Fund from which money is being used for the Beautification Project. Jenn will bring a more detailed accounting on that to the next meeting.
6. Lot sales: a. Jenn had a request from a family with lots in the older section of MVC to buy an adjoining empty lot. The sexton had probed and determined it empty. The CC approved the request with the understanding that the cornerstones be moved to the new boundaries. b. The CC agreed, after discussion, that ALL SALES in the NEW SECTION will be sold consecutively.
7. Cemetery Beautification and maintenance review: **a.** The question of the shed and which branch of the Town is responsible for its maintenance continues to be an issue of increasing importance because the building is quickly deteriorating. Jenn will talk with Greg Duggan (Town Manager) about a solution. Elizabeth is also working on this problem. **b.** Joe had contacted Bianchi Stone Cutters for estimates on repair and/or cleaning of stones in both cemeteries. Jenn will get estimates from a couple of local stonecutters. **c.** Military grave markers: Joe proposed identifying, listing and placing medallion markers by all the veterans' graves in both cemeteries. Elaine has made a good start with this project by replacing flags and listing the veterans as she identified them. She and Joe will continue the identifying and listing. Joe will contact local veterans' organizations for contributions. The goal is to have new medallion markers in place by next Memorial Day. **d.** Use of volunteers for cleaning stones, trimming, etc.: Jenn will check with Ally (Rec. Dept.) and Greg (TM) about liability and use of volunteers. **e.** Turf project is looking good due in part to all the rain as well as the conscientious application by Dave Foster and his crew. The fall application will be done next month.
8. Expanding CC revenue sources for ongoing grounds upkeep: Elizabeth will talk with Greg and Dan Roy (Town Finance Officer) re CC soliciting/ accepting donations.
9. Affidavit of Heirs: was clarified that it was used only when the (cemetery) deed is missing. After a brief discussion about handling family disagreements over use of plots, the CC unanimously agreed that the family must first resolve their issue(s) and then come back to the Town to move ahead.

NEXT MEETING: Wednesday, October 18, 2023, 12 :00 at Town Offices.

