

Essex Cemetery Commission Meeting Minutes (DRAFT)

June 26, 2024, 12:00 at Town Offices

Present CC Members: Joe Teegarden (Chair), Sue Brown, Elizabeth King

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

Minutes:

1. The meeting was called to order by Joe Teegarden at 12:17
2. No members of the public were present.
3. The April 24, 2024 meeting minutes were reviewed. Elizabeth King motioned to approve, Sue Brown seconded, the motion carried.
4. Ever presented their Sexton's Report (see attached).
5. Cemetery Beautification and Maintenance Review was discussed
 - a. The town will be ordering and installing a sign to say no mowing or tree removal. Maintenance is handled by the Town.
 - b. The commission requested that a RFP be posted for lawn care for the cemeteries outside of the town due to the staffing shortage.
 - c. The cemetery was aerated and the weed killer applied
 - d. The commission approved the scraping and painting of the shed at a cost of \$675.
 - e. The commission discussed the need for the gate at the Common cemetery to be repaired. The town said it is on the list and is expected to be completed before the winter.
6. Jenn brought forward the potential temporary use of the columbarium and how refunds of columbarium spots would be handled. The commission discussed and concluded that columbarium sales are nonrefundable.
7. The Commission must create a budget/fiscal work plan prior to 9/30/2024.
8. The Commission is RSVP yes to the Explore Essex event on 9/21/2024.
9. The next Commission meeting will be August 14th at 12:30 at the Town Offices
10. The meeting adjourned at 1:00