

Essex Cemetery Commission Minutes

Town of Essex Cemetery Commission
Regular Meeting Minutes
Wednesday April 2, 2025

Cemetery Commission Members:

At Meeting: Joseph Teegarden, Elizabeth King, Kariella Tabone, Caroline Ashley, Susan Brown

Absent: Ever Moore

Administration and Staff: Jenn Booker – Assistant Clerk

Others Present: At Meeting – None. On Zoom – None.

1. Call to Order

- a. Mr. Teegarden called the Essex Cemetery Commission meeting to order at 2:00 PM.

2. Agenda Changes/Additions/Approval

- a. No changes or additions to the agenda.
- b. **Agenda approved. No changes are needed.**

3. Approval of Minutes

- a. Changes to minutes: None.
- b. **Ms. Brown made a motion seconded by Ms. Ashley to approve the minutes for October 16, 2024. Motion passed 5-0.**

4. Introduction of Members

- a. The Commission Members went around the room and introduced themselves because there was a new member of the commission.

5. Change in Secretary

- a. Ms. Brown has stepped down from her role as secretary.
- b. Ms. Tabone volunteered to become the secretary. There were no objections.
- c. Ms. Booker will send the 'Owl' minutes to Ms. Tabone.

6. Sexton Report

- a. Mr. Moore was not present at the meeting.
- b. Mr. Moore did not submit a report and requested an extension and thanked the Commission for their understanding.

7. Public To Be Heard

- a. No public comments.

8. Business Items

- a. Cemetery Beautification and Maintenance Discussion.
 - i. Mr. Teegarden has arranged for flags to be provided for Memorial Day.
 - ii. Mr. Teegarden will set up a date to be announced to place the flags.
 - iii. Mr. Teegarden has a map of the veteran graves (work in progress). There are still fifty names that need to be verified that might have been militia.
 - iv. Ms. Tabone suggested that she could create a digital publication of all the veteran sites, and we could print a copy for the VFW.
 - v. Stone repairs are done except for Burke King stone.

Essex Cemetery Commission Minutes

- vi. Bianchi raised the price for corner posts from \$202.00 to \$210.00. We need to update the prices on the website.
- vii. Road maintenance. Ms. Booker will investigate this. New gravel will cost us money, but filling potholes could potentially be free.
- viii. Green mold on cemetery signs. Ms. Ashley said she would take care of this. Ms. Tabone offered her assistance if needed.
- ix. Sick trees. The tree warden said a few trees need to come down due to fungus. The trees in question have pink ribbons around them.
- b. Town Showcase Update.
 - i. Ms. Brown, Mr. Teegarden and Ms. Tabone represented the Cemetery Commission at the Town Showcase. Ms. Brown reported that it was a successful event.
- c. St. Amore lot refund email.
 - i. Saint Amore requested a plot refund for three of his parents' plots.
 - ii. The Commission is researching the correct price paid and once complete will comply with current cemetery regulations regarding refunds.
 - iii. There was a secondary discussion to research and adjust the regulations to take into consideration fees associated with recovering the plot.
 - iv. Ms. King volunteered to review the buyback policy and report back at the next meeting or at such a time that she has completed this work.
- d. Cemetery Fund "Columbarium Fund."
 - i. Ms. Booker informed the commission that we have a balance in the Columbarium fund. It was the decision of the commission to move this balance to the regular cemetery fund.
- e. Plots and Maximum Occupancy.
 - i. Ms. King reported we have one full cremation left. The maximum is three per plot.
- f. Reserving green space for future cemetery use.
 - i. Ms. Tabone proposed that the commission try to acquire green space for future use of a new cemetery ground as eventually, the space we have will be fully used.
 - ii. Mr. Teegarden suggested that Ms. Tabone write a letter of the proposal to the Selectboard that the commission can review at our next meeting.
- g. New Projects
 - i. There are no other new projects that were not previously discussed earlier in these meetings minutes.

9. Next Meeting

- a. The next meeting of the Essex Cemetery Commission is scheduled for Wednesday May 14, 2025 - 12:00 PM, at the Town of Essex 1st floor conference room.

10. Adjourn

- a. **Mr. Teegarden adjourned the meeting at 3:21 PM.**

Respectfully Submitted,
Kariella Tabone
Secretary