

Essex Town Cemetery Commission Meeting Minutes

Approved August 13, 2025 11:00am

Essex Town Clerk's Office

Cemetery Commission Members:

At the meeting: Joseph Teegarden, Elizabeth King, Caroline Ashley, Susan Brown, Sexton: Ever Moore

Not present: Kariella Tabone

Admin and Staff: Jenn Booker

On Zoom: None

Agenda

- Call to Order
 - Joseph Teegarden called the meeting to order at 11:02 AM
- Public Comment
 - No public comment
- Approval of June 18, 2025 Minutes
 - Susan Brown seconded by Caroline Ashley minutes of June 18, 2025 approved
- Sexton Update
 - Ever Moore gave sexton update
- Dates for Future Meetings
 - Discussion of meeting the second Wednesday of each month going forward proposal was accepted by motion
- Support Letter for Green Space
 - This item was postponed due to absence of Kariella Tabone
- Hand Book Review
 - Commission was advised as to the publishing of the handbook, no committee members had feedback
- Revenue Report

- Jen Booker reviewed the balances and a discussion was held about investing the balances in CD or possibly money market
 - Motion was made by Liz King to secure a 2 mo CD for \$30k and a 4 mo CD for the remainder, seconded by Joseph T.
 - FY25
 - FY26
- FY27 Budget Development
 - Head Stone Repair
 - Tree Trimming
 - Mowing Efficiency
 - Tree Removal

- Adherence to Cemetery Regulations

The regulations were reviewed and a discussion was held regarding item 5 as a concern to the Sexton, all amendments should be submitted at once so it was agreed that an on site meeting was in order to review needs and place flags on sites of concern, meeting date set for Sept 2.

- Stone Cleaning Project
 - Sexton has been in touch with the VOCA president and will follow up with options after meeting
- Adjourn
 - Joseph Teegarden adjourned the meeting at 12:16 PM