

Essex Cemetery Commission Minutes

Approved

Town of Essex Cemetery Commission
Approved Regular Meeting Minutes
Wednesday October 8, 2025

Cemetery Commission Members:

At the Meeting: Joseph Teegarden, Kariella Tabone, Caroline Ashley, Susan Brown, Ever Moore.

At the Meeting Zoom: Elizabeth King.

Absent: NA

Administration and Staff: Jenn Booker.

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

1. Call to Order

- a. Joseph Teegarden called the Essex Cemetery Commission meeting to order at 11:00 AM.

2. Public To Be Heard

- a. No public comments.

3. Agenda Changes/Additions/Approval

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

4. Approval of Minutes

- a. **Caroline Ashley, seconded by Elizabeth King, made a motion to approve the minutes for August 13, 2025. Motion passed 5-0.**
- b. **Kariella Tabone, seconded by Susan Brown, made a motion to approve the minutes for September 10, 2025. Motion passed 5-0.**

5. Sexton Report

- a. Ever Moore presented his report noting delays due to illness but outlining a plan to catch up. There was discussion on a monument repair project that will commence in the spring of 2026.

6. Tree Removal

- a. The Commission discussed a proposal to split the \$30,000 of the tree removal estimate with the town with plans to have the work completed this year.
- b. **Susan Brown, seconded by Caroline Ashley, made a motion that the Cemetery Commission accept the Selectboards offer to split the \$30,000 to take down the trees that have been designated in the Mountain View Cemetery to be done this fiscal year. Motion passed 5-0.**

7. Cemetery Regulations

- a. It was decided that we will mark the trees and bushes that need to be removed that are not in adherence with the regulations in Mountain View Cemetery. We will mark the trees this Saturday and Jenn Booker and Caroline Ashley both have potential vendors that they will send there to give us estimates on the work. There was also discussion about better defining what the sixteen inch space around the stone means.

Essex Cemetery Commission Minutes

Approved

- b. Susan Brown, seconded by Caroline Ashley, made a motion that we allow Colleen and Gary Foster, who are not Essex residents, to purchase a lot in Mountain View Cemetery since their family is also in the cemetery. Motion passed 5-0.

8. Selectboard Handbook Review

- a. There was discussion to verify that everyone on the Commission has reviewed the Selectboard Handbook.
- b. Susan Brown, seconded by Caroline Ashley, made a motion that the Cemetery Commission approve the handbook as it is. We have no concerns or objections. Motion passed 5-0.

9. Support Letter for Green Space

- a. Kariella Tabone has not yet completed the revisions in the letter and will have it prepared to present to the Commission by the next meeting.

10. Revenue Report for FY26

- a. The revenue report has not changed since our last meeting.

11. FY27 Budget Development

- a. Due to rising costs, it was decided to increase the budget by \$300 to \$6,300 and to increase the Expense line for bush and tree removal to \$5,300.
- b. Caroline Ashley, seconded by Susan Brown, made a motion that we approve the budget as changed to \$10,750 for FY27. Motion passed 5-0.

12. Next Meeting

- a. The next meeting of the Essex Cemetery Commission is Wednesday November 12, 2025 - 11:00 AM, at the Town of Essex 1st floor conference room.

13. Adjourn

- a. Joseph Teegarden adjourned the meeting at 12:11 PM.

Respectfully Submitted,
Kariella Tabone
Secretary