

**Essex Cemetery Commission**

**Public Meeting Minutes**

**2/13/2020 - 5:30 pm**

Location: Essex Town Office, 2<sup>nd</sup> floor  
Members present: Fran Kinghorn, Elaine Strunk, Susan Brown  
Members missing: Marcus Wilson, Joan Janzen  
Others present: Jenny Willingham, Phyllis Willey

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Meeting called to order 5:35 PM.

1. Public comments – Phyllis Willey introduced herself and explained why she came to the meeting.
2. Approval of January 2020 meeting minutes – Elaine made a motion to approve the January meeting minutes as written. Sue seconded. Approved by all members present.
3. Common Burial Ground – The Town has approved a letter which will be sent to the Preservation Trust of Vermont to request permission to spend the remaining grant funds on having some of the replacement stones engraved. The rough draft of the Rules and Regulations was discussed. Elaine will finalize the document and present at next month’s meeting.
4. Mountain View Cemetery – There was a lengthy discussion about the need for a new sexton. Fran will post the position on Front Porch Forum and the Essex Reporter. We need to get the probe and columbarium key back from Charlie Cole. Sue reported on her research into the lot identification discs. In the end, it was decided not to purchase them. Elaine reported we currently have 240 Memorial Day flags in stock so we won’t have to order more this year. Fran will send a letter to Holy Family Church, letting them know we can no longer afford to purchase their flags. Phyllis received the letter for the Fairview Cemetery in person at this meeting. Clegg’s will install the corner markers from last season as soon as the ground permits. Future corner marker installments will be done by Bianchi Stonecrafters.
5. Budget - Current operating funds balance: \$2324. Fran reported on the requested quotes for replacing cemetery signs that were damaged in the Halloween storm and the misspelled parking lot signs. SB Signs never sent a quote. Sammel Signs did. Fran made a motion to accept the Sammel Signs quote. Sue seconded it. Members present approved spending \$1240 to replace the signs.
6. Other –
  - a. Elaine reported that the building at MVC has damage inside (water leaks) as well as needing painting.
  - b. Jenny will ask IT to post the following maps on the website:
    - i. Each of the Camel’s Hump sections maps
    - ii. The one that is currently on the website, minus the ‘closeup’ page

Meeting adjourned at 6:54.

Next meeting is **Tuesday, March 10<sup>th</sup>** **10:00 to 11:30 am**