

Essex Cemetery Commission  
Public Meeting Minutes (Draft to be approved)  
May 18, 2021

Location: Essex Town Offices

Members Present: Elaine Strunk, Joan Janzen,  
Joseph Teegarden, Sue Brown  
Jenny Willingham, Town Administration Representative

Meeting called to order 10:05 am

1. There were no members of the public present.
2. Minutes of April 2021 meeting were approved and accepted.
3. The CC unanimously approved Joe Teegarden and Sue Brown as co-chairs through the April 2022 meeting at which time the co-chair arrangement will be reviewed. It was also noted that there is an open position on the Commission that we all look forward to being filled in the near future.
4. Address D. Norris's, a nonresident, requests to (a) the transfer of her remaining plots in MVC to her son and (b) to purchase several other additional plots in MVC.

The Commission unanimously decided that because D. Norris does not meet the residency requirements (see MVC Rules and Regulations, 2019, Sec. III, paragraphs 2, 3) she is not eligible to purchase additional MVC plots.

The Commission did, however, after discussion, approve her second request, to transfer two previously purchased MVC unused plots to her son. This opens up several additional burial sites to the family.

5. Ann Gray, representing the DAR, had contacted the CC through Sue looking for an agreed upon date around Memorial Day on which to plan the award ceremony by the DAR recognizing the Cemetery Commission's role, under the leadership of Fran Kinghorn, in the recent restoration of the Common Burial Ground.  
Sue will get back to Ann with two possible dates – Sat, June 12 or June 19.
  
6. Update of remaining engraving work in the CBG.  
Sue met with Eric Bianchi, who handled the earlier restoration work. The best price for engraving that he has come up with is \$105 apiece for the 1<sup>st</sup> 4 letters on each stone and \$10 for subsequent letter on that stone. The engraver also is not available until later in the summer due to many upcoming burials. It was decided to pare down the substance of the engravings to the essentials. It was also agreed to replace two stones with one in the case of two infant twins.
  - Jenny reported that presently there is approximately \$2700 for engraving. Fund raising is another option. Perhaps some community interest will come from the DAR event.  
Sue will continue working with Eric on this project.
  
7. Jenny reported that she had met with Tom (Town Maintenance), who agreed the Town would take responsibility for the little shed at MVC and handle the repairs.
  
8. Jenny reported that The Essex Historical Society had contacted her to request the original book holding the Burial Records be added to the collection of other Town historical documents in their safe keeping. The request was discussed and unanimously approved. Jenny will have a copy made for the CC.

9. Elaine reported that the new flags she had planned to place on vets' graves by Memorial Day have been delayed like so many other things these days. She is ready to get them out as soon as they arrive
10. Joan reported that she had contacted Andre Lachance (see April minutes) regarding Town requirements to work in the cemetery and suggesting he contact local funeral homes re stone cleaning.
11. Next meeting: Tues., June 22, 10 am at the Town Offices
12. Meeting closed 11:38 am.

Submitted by Sue Brown, 5/22/21