

**Essex Cemetery Commission
Public Meeting Minutes
3/10/2020 – 10:00 AM**

Location: Essex Town Office, 2nd floor
Members present: Fran Kinghorn, Elaine Strunk, Joan Janzen
Members missing: Marcus Wilson, Sue Brown
Others present: Jenny Willingham

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Meeting called to order 10:01 AM.

1. Public comments –
2. Approval of February 2020 meeting minutes – Joan made a motion to approve the meeting minutes as written. Elaine seconded. Approved by all members present.
3. Common Burial Ground – Fran will call the Preservation Trust of Vermont regarding the remainder of the grant funds. All approved the Rules and Regulations for the Common Burial Ground.
4. Sexton position – The position was advertised in Front Porch Forum and the Essex Reporter. All candidates will be interviewed by the Commission. The selected candidate will be required to sign a contract.
5. Budget - Jenny will contact Sammel Sign Company about the deposit required to replace the damaged signs. The cost of the new signs will not come out of the Cemetery Commission’s operating budget.
6. Other –
 - a. Columbarium niche #7 was sold.
 - b. The first burial will be on May 8th.

Meeting adjourned at 11:02.

Next meeting is **Tuesday, April 14th 10:00 to 11:30 am**