

MEETING MINUTES
NORWICH CEMETERY COMMISSIONERS
May 19, 2025 at 10:00 AM

Members Present: Dan Goulet, Alix Manny, Bonnie Munday and Emily Myers

Member Via Zoom: Ellen Terie

1.) The Norwich Cemetery held a meeting on Monday, May 19th starting at 10:006 am in the Parlor of the Norwich Congregational

2.) Cemetery Maintenance review:

The Commission will visit cemeteries individually and will report back at next meeting about each cemeteries maintenance needs in order to prioritize each projects.

- Beaver Meadow Cemetery, no significant maintenance needs. Brush and tree removal occurred in 2024.
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- Union Village Cemetery (last visit, Commission noted two dead trees that need to be removed, and brush needs to be cleared from fence line)
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- Hillside Cemetery, Alix will evaluate maintenance needs
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- Meeting House Cemetery. Emily will evaluate maintenance needs
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- Waterman Hill Cemetery, Bonnie will evaluate for maintenance needs
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- Fairview Cemetery, Emily will evaluate maintenance needs

3.) Sexton Job description draft:

The Commission will write a complete Sexton job description. Munday will start drafting and will work with Fred Smith to get more information about job details. The Commission will all work together to complete.

4.) Bylaws and Rules/Regulations draft review

Hard copies and electronic copies were handed out. Each member of the Commission will edit on their own. The Commission will review both documents in person at the next meeting, to created the next draft and hopefully final version soon.

5.) Any other business that comes before the Cemetery Commission

- * Hillside Cemetery, there are only 5, 2-lot spots available in current burial area. Plots cannot be sold in the new burial area until a drainage leak is fixed.
- * Update Cemetery Plot Prices and information (published on Norwich Town Website) - only residents of Norwich can buy new burial plots until the new burial area is ready. Also, if anyone needs to contact the Cemetery Commission they can send an email to: NorwichCemeteryCommission@gmail.com
- * Payment clarification: To buy a plot, check will need to be made out to: **Norwich Trustees for Public Funds**. To buy cornerstones, check will need to be made out to: **Norwich Cemetery Commission**
- * Water meter at Hillside Cemetery. Hillside does not currently have water usage. The Commission decided to turn it off after a large leak was discovered several years ago. The location of the leak was unknown and at the time, would have cost too much to try to find and fix. New information... We will work with the Norwich Water Department to see if the leak is along the driveway from the main connection.
- * Cleaning Headstone Volunteer day, projected for 13 July at Hillside Cemetery. More to follow.

6.) Next Meeting

Projected for June 17th at 10:00 at the Norwich Congregational Church.

7.) Zoom link recording can be found here:

https://us02web.zoom.us/rec/share/wYD477mHQ2MCM4DnpARfLDq27WhaKg-ua449sAd5yVfPjMDQjP0L9G2s1mml1FwI.8Yj0byCxdfROCqhf?pwd=XEF_oXuPU900oqoXh37bUQxVJdjsfkNc

8.) Meeting was adjourned 11:00 am.

Submitted by Emily Myers