

**MEETING MINUTES
NORWICH CEMETERY COMMISSIONERS
July 21, 2025 at 10:00 AM**

Members Present: Dan Goulet, Alix Mann, Emily Myers and Ellen Terie

Member Absent: Bonnie Munday

1. Call to Order

The meeting was called to order at 10:06 AM in the Parlor of the Norwich Congregational Church.

2. Bylaws and Rules/Regulations Draft Review

The Commission made significant progress in editing the documents by reviewing each line aloud, which facilitated discussion and consensus-building. Myers will incorporate the revisions into the next draft of the bylaws and rules/regulations. The Commission will receive the updated draft for individual review and will reconvene as a group to finalize the documents.

3. Sexton Job Description Draft

The Commission agreed to table the discussion of the Sexton job description until the next meeting, when Munday is expected to be present for further discussion.

4. Other Business

a.) **Natural Burial Headstones in Hillside:** The Commission agreed that these headstones must be flush with the ground and must fit within the footprint of the gravesite.

b.) **Selling Back a Lot in Union Village:** The Commission voted unanimously to approve the request to sell back a lot in Union Village Cemetery at the original purchase price (or fair market value if the original price cannot be determined).

c.) **Hiring Rich Landry for Foundation Work:** Fred Smith, who has been creating foundations for the Commission for many years, has expressed a desire to step down from this task. The Commission unanimously voted to hire Rich Landry of Cemetery Solutions to fill this role.

d.) **Union Village Brush Removal:** Scooter Hardy is in contact with an

individual interested in clearing the brush at Union Village Cemetery. Hardy will provide an update at the next meeting.

5. Next Meeting

The next meeting is proposed for August 5, 2025, at 10:00 AM at the Norwich Congregational Church.

6. Zoom Recording Link

The Zoom meeting recording can be accessed here:

https://us02web.zoom.us/rec/share/3IvCrXdLQs0fpQehDiw-rkpz3XcpVd39FY3GgtqqEx0-0KmeyhyRI4vUbTEDi35e.6MNtT0Qm2Jg8qoDt?pwd=DG3RBGbzSijzU93_AAAAIAAAAPkg3elMNK1wpLmJQNKbIns7IXHixzfPS_ZPMEksXJM09IkztbOAugf1uqrQTxpGyTAWMDAwNA

7. Adjournment

The meeting was adjourned at 11:36 AM.

Submitted by: Emily Myers