

Minutes of the Norwich Cemetery Commission

Date: September 10, 2025

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

Recording Access: The Zoom recording of the meeting can be accessed at:

[https://us02web.zoom.us/rec/share/](https://us02web.zoom.us/rec/share/JXj86lR9QPntst0gu7WvecwyldTA2LyevkfdystsfcGOMhPufDNN_oyZ4IU3M81C.WOJn8YlQhsxDuEvF?pwd=DJczcC-3g7jaj031FwAAIAAAAPfhgCNwnrVyT6FY2HQISE02gSsilXzHLbHplZKjFedLbjprXfDNz5egfzuumagdKDAwMDAwNA)

[JXj86lR9QPntst0gu7WvecwyldTA2LyevkfdystsfcGOMhPufDNN_oyZ4IU3M81C.WOJn8YlQhsxDuEvF?](https://us02web.zoom.us/rec/share/JXj86lR9QPntst0gu7WvecwyldTA2LyevkfdystsfcGOMhPufDNN_oyZ4IU3M81C.WOJn8YlQhsxDuEvF?pwd=DJczcC-3g7jaj031FwAAIAAAAPfhgCNwnrVyT6FY2HQISE02gSsilXzHLbHplZKjFedLbjprXfDNz5egfzuumagdKDAwMDAwNA)

[pwd=DJczcC-3g7jaj031FwAAIAAAAPfhgCNwnrVyT6FY2HQISE02gSsilXzHLbHplZKjFedLbjprXfDNz5egfzuumagdKDAwMDAwNA](https://us02web.zoom.us/rec/share/JXj86lR9QPntst0gu7WvecwyldTA2LyevkfdystsfcGOMhPufDNN_oyZ4IU3M81C.WOJn8YlQhsxDuEvF?pwd=DJczcC-3g7jaj031FwAAIAAAAPfhgCNwnrVyT6FY2HQISE02gSsilXzHLbHplZKjFedLbjprXfDNz5egfzuumagdKDAwMDAwNA)

1. Call to Order

The meeting was convened at 10:07 AM in the Norwich Congregational Church Parish Hall.

2. Bylaws, Rules, and Regulations Draft Review

- The Commission completed the review and editing of the Bylaws. A final draft is expected to be ready for approval at the next meeting, and the Bylaws will subsequently be published on the town's official website.
- Significant progress was also made on editing the Rules and Regulations; however, the review could not be finalized within this meeting and will be continued at the next meeting.

3. Sexton Job Description

The discussion regarding the Sexton job description was postponed, and the item was tabled until the next meeting due to time constraints.

4. Other Business

- The Commission received an email from Jeffrey Crowley concerning the possible relocation or adjustment of a headstone in Union Village Cemetery. The correspondence has been forwarded to the lawn care provider for further action.
- A donation of \$500 was received for Beaver Meadow Cemetery. Motion by Emily Myers, seconded by Alix Manny, with a unanimous vote in favor, to allocate the funds toward the purchase of epoxy for repairing broken headstones.
- Donna Wheeler purchased D2 cleaning solution for headstone cleaning at Chapel Hill Cemetery. Emily Myers made a motion, seconded by Alix Manny, with unanimous approval, to reimburse Wheeler for the cost of the cleaning product.
- There is a damaged tree at Union Village Cemetery that warrants removal to prevent potential harm to headstones. Myers will contact Peta Blake to assess the situation, obtain bids for removal, and evaluate the necessity of removal.

5. Next Meeting

The next meeting is scheduled for September 30, 2025, at 9:30 AM, to be held at the Norwich Congregational Church.

6. Adjournment

The meeting was adjourned at 11:22 AM.

Respectfully submitted,
Emily P. Myers
Cemetery Commission Member