

NORWICH CEMETERY COMMISSION

Meeting Minutes

September 24, 2026

Call to Order

The meeting was called to order at 9:28 a.m. at the Norwich Congregational Church.

Present: Alix Manny, Bob Pitiger, Bob Bristol, Dan Goulet **Absent:** Ellen Terie

1. Approval of Agenda

The agenda was approved as presented.

2. Treasurer's Report

Bob Pitiger reported an operating account balance of approximately \$39,559 after receipt of the town appropriation and payment of three warrants totaling \$7,225 to John Wight, Fred Smith, and Cemetery Solutions.

The Commission was notified of an upcoming distribution from the G. Walter Woodworth Unit Trust for the tax year beginning June 1, 2026. The cash reconciliation was submitted to the Town Treasurer for auditor review.

The Commission discussed donations from the Norwich Women's Club, the Norwich Lions Club, and the Reilly family.

3. Fairview Shed and Hillside Storage Building

Dan will follow up with Graham regarding the Fairview shed. The Hillside storage building is being used by Cemetery Solutions for storage. Alix will obtain an update from Rich Landry regarding the equipment and whether it can be repaired or sold.

4. Cemetery Signs

The new cemetery signs are ready for installation. Dan will coordinate with Bonnie regarding the Union Village sign. The Hillside sign will be installed at the existing location; a new frame may be needed.

5. Water Service

The Commission is awaiting completion of the Hillside water service disconnect. Dan will follow up with Graham.

6. Burial and Plot Purchase Inquiries

The Commission discussed recent plot purchase inquiries, available plots, and pricing. Fred is assisting people in locating available plots.

A previous plot purchase was reviewed after it was discovered that the purchasers had not received a deed and their checks had not been cashed. Fred confirmed the purchase and plot number. The Commission is working to correct the records and issue the appropriate title.

The Commission discussed improving procedures and documentation for plot purchases, titles, burial records, and related records. The possibility of creating a comprehensive cemetery reference book using Commission and Norwich Historical Society records was also discussed.

7. Union Village Cemetery Maintenance

Ellen has been unable to reach John Pelky regarding removal of approximately five or six large trees. Bob Bristol will attempt to contact him; other local contractors may be considered if necessary.

Rich Landry has begun work at Union Village, including up-righting stones. A large gravel delivery was made, and Rich will continue providing updates. The Commission expressed satisfaction with his work.

8. Trees and Shrubs at Hillside Cemetery

The Commission discussed possible tree and shrub plantings at Hillside, including soil stabilization due to increasingly dry conditions. Landscape architect Trina Gay provided suggestions and an aerial rendering. The Commission discussed inviting her to a future meeting.

Future plantings will need to consider drought conditions, deer resistance, maintenance, and the lack of water service. Grants or community donations may be explored, with any project incorporated into future budgeting.

9. Hillside Workday

A Hillside Cemetery workday was scheduled for **Wednesday, November 4, 2026, at 10:00 a.m.**, weather permitting. The workday will focus on removing items that do not comply with cemetery regulations.

Next Meeting

The next meeting is scheduled for **Thursday, October 22, 2026, at 9:30 a.m.**

Adjournment

The meeting was adjourned at 10:05 a.m.