

Town of Woodbury
Cemetery Commission Meeting Minutes
September 23, 2026

The Commission convened at the Town Clerk's Office at 6:35 pm. A quorum was present, and all motions were seconded.

Commission members present: Susan Stitely, Patti Garbeck, Stephanie Appleton, and Amy Hunt.

Guests: Robin Durkee & Lilly Baron

Previous Meeting Minutes

- Amy moved to approve the May 21st, 2026 minutes; the motion was seconded and passed unanimously.

Robin Durkee questions:

- **West Woodbury Cemetery-** We need deeds for the plots given to Cary "Bear" Bassett and Terrance Hall as part of the cemetery land donation of 2022 from Bear Bassett. The conditions of donation were that Carrie Bear Bassett would get 4, 4 person lots and Terrance Hall would get 4, 4 person plots.* We need to find out what lots they want and move forward on this for them. Amy will try to get the information on the lots they have chosen. Susan will put the deeds together after we have the lot numbers.
- **South Woodbury Cemetery-** Question on where Bill Condon's deed and lot are located? Robin is going through the book and figuring out where all lots are located. Bill would like some of the trees cut near his lot.
- **How does a person go about purchasing a plot?** They meet with the sexton, identify the lot, the Sexton sends the deed to Susan and the town clerk checks on the availability. When someone needs to be buried, they contact the Sexton and they pay him and he sends the check to the town clerk and then he invoices them for payment. It was suggested that the check be sent directly to the Town of Woodbury. We need to have a clear procedure for the process.
- We need to visit the cemeteries and figure out what brush and trees need to be cut.
- We cannot locate a map for the Buck Lake Cemetery. Patti has agreed to make one. We should have an official survey done.

- **Home burials**- How are they done? An easement needs to be written in the deed if the family want to access the burial site when the property is sold. Cacky and Patrick Heely may have more information on this.
- We have questions on fees and costs for burial and the role of the funeral home. We need Joe to attend a meeting. Questions include:
 1. What costs are included in a full burial? Does that include the lowering device and plank set up?
 2. What is a hybrid burial?
 3. How does the relationship with the funeral home work as far as costs?
 4. Can we lift a flat stone marker so it is up out of the ground?
 5. Check with Joe on the granite markers are they what he calls the corner posts?
 6. What does install the corner post entail?

Former-resident plot fee

Susan moved that we have a former resident price, Patti seconded and the motion passed. Prices are as follows:

1. Cremation price: \$600
2. Single green burial: \$1200
3. Double grave plot: \$1500
4. Four grave plot: \$2400

Signage for green burial section

- Susan suggested a sign saying Green Burial Section. Do we need a sign saying space is limited? We need to think about the proper language.

We need two more meetings before the end of the year:

- One with Joe
- A budget meeting
- A visit to the cemeteries

Action Steps:

- Survey the plots at the Buck Lake Cemetery
- Write a deed for Bear Bassett and Terrance Hall
- A step-by-step guide for the process for deeds and payment of fees related to burials
- Fall clean up and removal of plastic flowers

The meeting adjourned at 7:50.

Submitted: Stephanie Appleton, Secretary
Signed by: Susan Stitely, Chair

A handwritten signature in black ink, appearing to read "Susan Stitely", written in a cursive style.

September 23, 2026

* After the meeting, Bear clarified they are to get 4 plots for donating the land. They didn't want 4 plots each.