

**Town of Woodbury
Cemetery Commission Meeting Minutes
January 4, 2025**

The Commission convened on Zoom at 7:00 pm. A quorum was present, and all motions were seconded.

Commission members present: Susan Stitely, Patti Garbeck, Amy Eldred, and Jamie Dutil.

Previous Meeting Minutes

- The July 22, 2025 minutes had not yet been read by all, so approval was postponed until the next meeting.

Review and Approval of Budget

- The Commission discussed the green burial road and deferred maintenance needs of the cemeteries including tree trimming and removal, fence repair, etc. Amy moved to approve an appropriation request to the town for \$15,000. The motion was seconded and approved unanimously.
- Over the summer, Mike Tatro told Stitely he found a grave he didn't know existed because of brush cover. Stitely will find out where the grave is and in what cemetery. Tatro's contract is good for the 2026 mowing season.
- Garbeck recently completed a South Woodbury cemetery sign and would like to do signs for all the cemeteries. She is donating her time and estimates that the cost of material for all the signs would be \$200. That will be included in the FY26/27 budget.
- Eldred proposed that we release the RFP for the green burial road in March or early April so that contractors can plan their schedule. Release of the RFP will also depend on snow cover.
- Eldred moved to pass the budget as follows and it was approved unanimously.

As of 12/7/2025 Fund Balance \$34, 213.59

Estimated expenditures from

Jan 1 to June 30,2025 \$ 3,135.57

Total balance end of FY25/26 \$30,577.45

Expenditures From January 1 to June 30, 2026

- Mowing (April cleanup. Mowing May, June) \$2,805
- South Woodbury Sign 330.56

FY26/27 Budget

Sexton Fee \$1,500

Supplies 500

Outside Services* 27,000

Mowing 6,800

Flags 500

TOTAL FY27 36,300

*Outside services include: Green burial road; tree trimming; possible removal of trees; cemetery signs; and other deferred maintenance.

This includes asking the town for a \$15,000 appropriation.

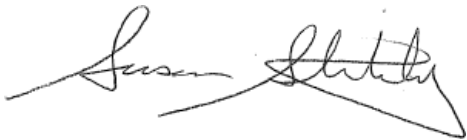
- Stitely noted her term is up in March. Dutil has moved out of Woodbury but would like to remain on the Commission. Stitely will check if that is possible.

The meeting adjourned at approximately 7:35 pm.

Submitted by: Susan Stitely

Signed by: Cemetery Commission

Member: Susan Stitely

A handwritten signature in black ink, appearing to read "Susan Stitely", with a stylized, sweeping underline.