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TOWN CLERK, NORFOLK CT

Cemetery Committee Meeting
Wednesday, October 14, 2026
4:00 PM Town Hall

Present: Henry Tirrell, Sandy Evans, JoAnn Gundlach, Stan Civco, Phylis Bernard and Barbara Gomez

The meeting was called to order at 4:03 p.m.

Public Comments: None

Approval of Minutes: July 15, 2026
MOTION S. Evans to approve the minutes of the July 15, 2026 meeting as presented. Second S. Civco. Carried unanimously.

Approval of 2027 Meeting Schedule
MOTION J. Gundlach to approve the 2027 Meeting Schedule as presented. Second S. Civco. Carried unanimously.

Cemetery Policy Adjustments
- H. Tirrell reviewed the policy and noted that we may want to be more detailed regarding the headstone size requirements.
- J. Gundlach questioned if we should continue to sell ½ plots (5'x4').

South Norfolk Cemetery Business
- H. Tirrell distributed a computerized grid map he created for the back section of South Norfolk Cemetery. The space is 220' wide and 100' going down towards the wetlands. There was much discussion regarding how many rows to plan for, the amount of space between each row, and which direction the headstones should face. It was agreed that there should be single rows (plot size 5'x 10') with the stones facing downhill. Every third row would be off limits for equipment usage.
- J. Gundlach asked if plots will be sold along the back wall going down towards the wetlands.
- Public Works is planning to enhance the gravel drive in the back section with millings. The granite posts will be installed at that time.
- H. Tirrell reported that Joe Marolda has been resetting the older stones. He will continue this project in the Spring.
- On a recommendation from Richard Byrne, J. Gundlach used a product called Endurance to clean some headstones. It did brighten them up, but it will take some work to get all the lichen off as it is water activated. She shared information regarding the product which was purchased on Amazon. D2 is another product that was recommended. It was suggested that maybe we should get a volunteer group together for a Spring workday.

Grantville Cemetery Business

- H. Tirrell reported one tree near the tall monument needs trimming. Removal of shrubs from graves was also discussed. S. Civco suggested using Roundup to kill the roots, otherwise it will grow back. The hydrangea bush also needs to be cut back. H. Tirrell will coordinate with Sean Muzzulin.
- The black plastic chain was purchased but not yet installed.

Pond Town Cemetery Business

- H. Tirrell mentioned the mountain laurel in the middle that is out of control. Much discussion regarding the trimming of shrubs.
- Joe Marolda has reset some old stones and will continue the project in the Spring.

Wreaths Across America

- J. Gundlach submitted a list of veterans to S. Evans. There was much discussion regarding identifying various veteran graves. Last year there were approximately 250 wreaths placed.

MOTION P. Bernard to adjourn at 5:03 p.m. Second S. Evans. Carried unanimously.

Respectfully submitted,

Barbara Gomez

Barbara Gomez, Secretary