Woodstock Cemetery Committee
Minutes

Thursday, May 14th, 2026 at Firehouse #1

Attending: Teri Reynolds, Chair; Catherine Carberry, Bob Gordon, Debbie Hastie, Ken Keefe, Janine Mower, Tana O'Sullivan, Richard Heppner

Absent: Reggie Earls, Town Councilman

Guests: Yvonne Rojas-Cowan of Town of Woodstock
Joe Ferrannini of Grave Stone Matters

Meeting was called to order at 9:01 AM

Motion by Bob 2nd by Debbie to accept the minutes of April 17th 2026. All in favor.

Chairperson's Report: Welcomes our guests.

Yvonne Rojas-Cowan, Confidential Secretary to the Town Supervisor states she has been talking with Teri a great deal about the cemetery and thanks Teri for the work and the passion that she has for the cemetery.

Yvonne states she walked the cemetery with Anula and Shea to discuss discrepancies in the lots and lines and the Town has determined that the next step is to conduct an audit of the cemetery. The state did an audit in 2018, found problems, but did not offer solutions. We will conduct this audit with the intent of resolving issues by inventorying plots sold, redoing lines for plots available for sale, and making electronic records from the paper system we currently have in place. There is a great deal of cross referencing and reconciliation that needs to be done. She would appreciate the support from the committee and any volunteers to help cross reference and reconcile records and identify gaps. This is for the entire cemetery including the old section.

Yvonne states the Town is looking into an electronic municipal payment system, being led by Councilwoman Laurie Osmond who has been attending demos and identifying an appropriate system. This modernization will take some time and will facilitate donations to the cemetery, among other things.

OLD BUSINESS

B. Ken Keefe – Surveying: Ken met with Shea and Al, decided how to **lay out** proposed section H, laid out the box where that section is going to be, and laid out the first four rows which allows you 64 plots. This is by the Andy Lee Field, not by Shea's house. Begins at the

end of the Civil War row, 25 feet from the fence. Plots being measured out 3 ½ feet by 10 feet. Joe advocates sticking to 4x10 plots to prevent future problems such as with oversized vaults and to minimize mismeasurements by backhoe because burials do not happen in sequence and you don't discover a problem until you are digging the plot. 4x10 is also an easy number to work with resulting in1000 plots per acre. The new section would thus contain 14 lots in a row rather than 16.

NEW BUSINESS

A. **Revolutionary Soldiers Found - Joe Ferrannini and Janine Mower:** Janine provided list of Revolutionary Soldiers of Woodstock, 6 of which are in our cemetery. Joe and Teri referred to the cemetery map of the oldest section and located the six revolutionary soldiers. Joe had two Revolutionary bronze medallions with flags for the two revolutionary soldiers had none. Joe will be back tomorrow. He is getting 40 headstones done in these five days.

B. **Historical Grant – Janine:** Janine reports she had applied for a grant that would work for the Cemetery Committee. With Teri's help she is submitting the grant application today, to identify the 6 revolutionary patriots, reset stones, repair as needed and to collaborate with the historical society to do biographies, they will be written, and what's important for the county is that they will be connected through a QR code from our cemetery website that will lead to a county website. The grant will not cover all the materials, time and expense for Gravestone Matters and the signage for the QR codes. The funds are reimbursement based on work done. The county seal will be on all the paperwork and all publicity.

SUBCOMMITTEE REPORTS

A. **Gravestone Cleaning – Catherine:** Regarding a Sponsor a Tree postcard, Catherine has put together a sample postcard using a photograph Janine took. Catherine passes around for any suggested edits. Printing costs would be $179 for 200 postcards. If we want to do fewer postcards we could get a new quote. Catherine would walk around town to do person to person at the shops and other entities in town.

B. **Fundraising – Debbie:** 10 more donations since last month for $1,100 total. Up to $4,954 in fundraising. Our balance as of yesterday is $13,161.64. There were a couple of questions, the digital print was Timely Signs for $100 for the QR codes. $19.60 for Print Express for the letters Tana is sending out.

C. **Heritage Trees – Bob:** Will ask Vern again for the estimate or the invoice to do the work, and when it will be done. Bob and Teri putting on the new QR codes. Regarding the raising of the funds for the work to be done on the trees, would like to pursue social media though that is not his area of expertise. The fact that the trees are in a public setting, if they fall into disrepair, it can become a liability and that's when we lose the tree. If we neglect to disease, falling, or falling wood, then someone makes a decision, not us, that the tree needs to come down. Catherine's postcard can be edited to express this urgent need. Bob also recommends we consider the Woodstock tv show which is put on YouTube so it gets more viewings there.

D. **Grant Research – Tana:** Tana hands five more letters of request for consideration to foundations. Teri will have the Town mail them out. Tana having trouble logging into the cemetery email account. Some foundations prefer inquiries by email, not physical letter, and it would be better to email from the cemetery email address rather than personal email addresses.

A card passed around out for Committee members to sign for Judy Peters whose mother recently passed away.

Motion to close by Ken, 2nd by Debbie, all in favor.

Due to the Juneteenth holiday, the next WCC meeting will be Thursday, June 25th at 9am, location to be confirmed for Fire Co #1.