

Meeting Type: Regular Meeting
Meeting Location: Pine Hill Cemetery –145 Court St, Dover, NH 03820
Meeting Date: **Tuesday, February 9, 2021**
Meeting Time: **7:00 PM**
(Meetings 2nd Tues of month: Feb., Apr., May, June, Sept. & Nov.)

MEMBERS PRESENT: Martha Haley – Chair, Rob Marggraf – Vice Chair, Grover Tasker, Susan Kelsch – Secretary

MEMBERS ABSENT: Roderick Blake – Alt. Member (excused); Cathy Beaudoin – Alt. Member (excused); Belinda Labourdette (excused)

STAFF PRESENT: Sharon Sirois – Facilities, Grounds & Cemetery Superintendent, Meghan Moisan – Administrative Coordinator

GUESTS: Mike Wilson (Staff) – Maintenance Specialist III (Working Foreman), 37-year employee

*Members met at the new FG&C facility where the meeting was held. City staff noted their happiness and gratitude for the new office space, which helps them do their jobs and serve the public more effectively.

1. **CALL TO ORDER:** Chairman Haley called the meeting to order at 7:00 PM.

2. **ROLL CALL ATTENDANCE:** Labourdette, Beaudoin and Blake notified Moisan in advance of their absence.

3. **ATTENDANCE/MEMBERSHIP UPDATES:** Cemetery Board now has 2 new alternate members: Cathy Beaudoin will have conflicts with the Dover 400 Series she is hosting at the Library, while Roderick Blake declined to attend meetings in person until June, citing Covid-19 concerns.

4. **APPROVAL OF MINUTES:** The minutes were reviewed for the October 27, 2020 meeting.

Motion: Margraff made a motion to accept the minutes

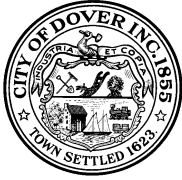
Second: Tasker seconded the motion

Vote: U/A

5. **CEMETERY STAFF UPDATES:**

Discussion of burials and grave sales, with statistics prepared by Meghan Moisan. Totals for 2020 were down slightly from 2019, but in line with 5 and 10-year averages. Meghan has been meeting with families, and is busy with a number of cemetery research requests. The most time-consuming requests continue to be those regarding ownership of old family lots.

As Sirois and Moisan reported, the Facilities, Grounds & Cemetery staff moved into the new facility at the end of December and spent most of January moving in to the new space and out of old spaces. They're still settling into the new space and will need to make decisions about buying proper shelving and where whiteboards and other equipment will go on the walls. The crews are doing the normal winter snow removal tasks. Mike Wilson was promoted to Foreman after Dave Flanagan retired at the end of 2020. Mike is doing very well in his new position. A new Laborer, Matt Morrissey, has been hired to replace Trevor Chappell, who was promoted up when Mike Wilson took his new position.



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The Wreaths Across America event happened in Pine Hill Cemetery on Dec 19 and was a nice success. This is a nation-wide event to place wreaths at the graves of veterans. A number of city employees volunteered/attended.

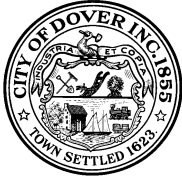
Motion: Tasker made a motion to approve the staff updates.

Second: Margraff seconded the motion

Vote: U/A

7. UNFINISHED BUSINESS:

- A. New FG&C Building** – As Sirois and Moisan reported, the Facilities, Grounds, and Cemetery staff moved into the new facility at the end of December and spent most of January moving in to the new space and out of old spaces.
- B. Status of Sign for Robert's Cemetery (a.k.a. First Settlers)** – Nothing heard from Joanne Eaton about this project, which is for the Daughters of the American Revolution. So, no progress to report.
- C. Progress on New Columbarium** – Sirois provided a diagram where the two new columbarium structures are planned, although this will depend on budget. The new structures will look very similar to the original columbarium, but with slightly smaller niches and individual shutters. The Board discussed the position of the two new structures with respect to the roads and the trees. These are in the long-range plan, but will be prioritized in budget with other things, including restoration work on the Chapel.
- D. Update on Request to Create a Children's Garden in Cemetery**
 - Members of the community are proposing this idea, and plan to start a non-profit to be known as Jasper's Heart in order to raise funds to finance a monument, benches, flowers, and a brick walkway. Effort is being proposed and led by Aubrey Lamontagne.
 - Lamontagne provided a proposal, which included a sketch of the layout of the memorial and benches.
 - The Board previously agreed that this is a good idea, and we still think so. However, we recommend that the garden does not recognize individuals by name, either with individual stones or with engraved bricks, and this is mostly due to maintenance concerns. Tasker suggests that the official paperwork on this Garden should note that this will not be a place for individual burials.
 - Lamontagne has proposed an inscription for the memorial, to read: "In memory of the babies who were born but couldn't go home. May we hold them in our hearts until we can hold them in our arms again." The Board believes this inscription needs further discussion. For example, Margraff noted that "born" is too limiting, may want to include "or unborn" or something similar.
 - Tasker noted that it might be better to refer to this as a "Memory" garden, rather than a "Memorial" garden, which would imply a place for individual memorials.
 - Sirois noted in a sketch where the proposed children's memory garden would be placed, near to the columbarium structures. Cemetery board agreed this is a good position, but the size may need to be scaled back and believed two benches would be adequate (instead of four).



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Motion: Haley motioned that the Cemetery Board supports the proposal to designate a place for a children's memory garden, and its position near the columbarium structures as proposed by Sirois.

Second: Tasker seconded the motion

Vote: U/A

- E. Updates on Temple Israel's Request to Purchase/Reserve Additional Graves** – While Moisan and Sirois believe this will go ahead as previously discussed, no news since our last meeting. This is in Temple Israel's hands now, and Moisan expects this to hear back by spring.
- F. Request to Engrave and/or Install Marker for Nellie Brown Mitchell (Black Heritage Trail of NH)** – No news on this since our October meeting. Sirois hadn't heard back from the Black Heritage Trail group of NH who originally proposed it.

8. NEW BUSINESS:

- A. Concern Regarding Activities and/or Trash Left in Cemetery** – New member Blake commented in an email to Moisan that he believes people have been gathering in the edge of Pine Hill Cemetery after hours and throwing their beer cans into the woods. Staff hadn't noticed a new influx of trash in any areas, but it can be difficult to tell this time of year. A work order would be created to address the concern.

9. ADJOURNMENT:

Motion: Tasker made a motion to adjourn at 7:40 PM

Second: Margraff seconded the motion.

Vote: U/A

Next Meeting: Tuesday, April 13, 2021