

Meeting Type: Regular Meeting
Meeting Location: Pine Hill Cemetery –145 Court St, Dover, NH 03820
Meeting Date: **Tuesday, April 13, 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: Belinda Labourdette (excused); Roderick Blake – Alt. Member (excused); Cathy Beaudoin – Alt. Member (excused);

STAFF PRESENT: Sharon Sirois – Facilities, Grounds & Cemetery Superintendent

STAFF ABSENT: Meghan Moisan – Administrative Coordinator (excused)

GUESTS: Aubrey Lamontagne & Layne Case (on behalf of non-profit: Jasper's Heart)

1. CALL TO ORDER & ATTENDANCE: Chairman Haley called the meeting to order at 7:00 PM. Beaudoin has been excused from all 2021 meetings. Labourdette and Blake notified Moisan in advance of their absences. Moisan was also out unexpectedly with an excused absence.

2. APPROVAL OF MINUTES: The minutes were reviewed for the February 9, 2021 meeting.

Motion: Tasker made a motion to accept the minutes.

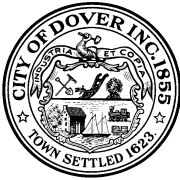
Second: Kelsch seconded the motion.

Vote: U/A

****CHANGE OF AGENDA** – Members agreed to move up Jasper's Heart Presentation to accommodate the guests (*Agenda Item 4D: Request to Create a Children's Garden in Cemetery*)

3. CEMETERY STAFF UPDATES: Spring cleanup has begun in the cemetery. Employees have been picking up branches, debris, old decorations, and various items buried under the snow all winter. Graves for all winter burials have been loamed and reseeded. Summer rates went into effect on April 1st and foundations for the spring pour have steadily picked up. Foot markers received over the winter months are currently being installed. A tree in Section 2 came down during a heavy wind storm last month, damaging some stones. Damage to one of the benches by the columbarium was recently discovered; the back panel had been reattached after coming off a couple years ago, but this time it cracked and will likely need to be replaced. The office was busier than usual over the winter months and into the spring. We performed 13 burials within the first 3 months of the year, a total of 34 graves were sold during that time. March tied Nov 2018 as having the highest number of graves sold (16) in a single month in 17 years. There are currently 9 open/unpaid contracts and we're waiting to hear back from at least 3 others to begin their paperwork. New corner markers were installed & updates were made to areas in Group 21.

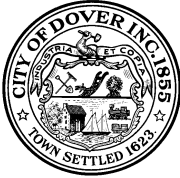
Employees will begin removing old Christmas/holiday décor, and will spend most of May cleaning up the cemetery in preparation for Memorial Day. Cemetery staff are planning to develop the area behind the large elk statue.



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4. UNFINISHED BUSINESS:

- A. New FG&C Building** – As Sirois reported, they are very happy with the new building. The only outstanding features that are still not finished, but are being discussed, are the alarm system and fencing. Original plans to have an open house were cancelled, but letters went to the owners of the adjacent properties inviting them to visit. A few neighbors have come to the building and asked for, and were given, a tour of the new structure. There was a problem with flooding near the building during a heavy rain storm in February, but the crews have already worked to fix this problem, it is not expected to happen again.
- B. Status of Sign for Robert’s Cemetery (a.k.a. First Settlers)** – No progress here, as the coordinator, Joanne Eaton, passed away unexpectedly since our last meeting. Haley offered to communicate with her husband, Guy Eaton, if this is to go ahead.
- C. Progress on New Columbarium** – No purchases yet, as budget concerns are still being discussed. Sirois is working with Project Manager Stephanie Cartabona, as directed as Director John Storer, who originally thought the cost could come out of the operating budget, however it was never included officially. The Capital Reserve budget or the Cemetery Trust Fund are also being considered. One factor is the expense of restoration work on the Chapel, which is expected to be greater than originally estimated. The price of one columbarium is approximately \$35,000, but there is a benefit in buying two at a time, to realize savings of approximately \$4000 “mobilization” costs, which is transportation and installation costs. There is also a debate concerning the cost of concrete vs. granite interior for the new columbaria.
- Sirois noted that the minutes from a meeting in 2007, that the original columbarium (which was installed in 2009) was paid for out of a Cemetery Trust account, although the purchase order indicated Cemetery, Machinery, and Equipment budget. However, this is surprising that the funds would come from the Cemetery, Machinery, and Equipment budget. So Sirois will continue to research.
- D. Presentation re: Request to Create Children’s Garden in Cemetery ***Discussion was moved up on Agenda (after Approval of Minutes)***
- Aubrey Lamontagne and Layne Case in attendance to discuss their plan to start a 501c3 non-profit to be known as Jasper’s Heart in order to raise funds to finance a monument, benches, and urns for flowers. There is a board of directors for Jasper’s Heart, but otherwise they are still in the process of filing paperwork and officially forming the organization.
 - Lamontagne discussed the origins of this effort, in remembrance of her son. She noted that there is no memorial place in the Dover area cemeteries for families to go to reflect and remember a baby who was born but was not able to go home. An article in Foster’s Daily Democrat also was a catalyst for their organizing efforts.
 - The nonprofit will also provide other services to families who have experienced a stillborn child, a miscarried child, or a child who dies in childbirth, including connections to support groups and services and other information.



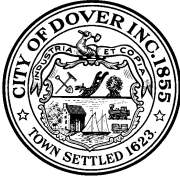
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- d. The Board agreed in the Feb 2021 meeting they thought this was a good idea, and had advised about the location and size of the memory garden. Lamontagne and Case expressed their gratitude to the City and the Cemetery Board for initial approval of this idea. They are happy with the advice the Board provided after our last meeting, concerning the size and arrangement. Both sides agree to take the brick pathway out of the plan.
- e. Lamontagne and Case hope that a sign can be installed in the location by Aug 25, which is Jasper's birthday. Then the rest of the benches, stone, urns, and other permanent hardware would be finished by the end of October.
- f. Lamontagne proposed this text for a sign at the location: "Children's Memory Garden, in memory of Jasper's Heart, Aug 25, 2018" (This date is Jasper's birthdate.) On the heart-shaped stone would be inscribed: "In memory of babies who were born, but unable to go home. They will forever be in our hearts." Members agreed the heart-shaped monument was a good idea, but it will need to be in keeping size-wise with its space and surrounding features. Marggraf noted it's likely that what the Board approves now for Jasper's Heart will set a precedent for future groups that want to propose similar memory spaces.
- g. Members preferred "Memory" garden, rather than a "Memorial" garden, which would imply a place for individual memorials.
- h. Lamontagne and Case ask the City and Cemetery Board to provide exact dimensions in writing for the garden, so the nonprofit can start getting price estimates for the monument and benches, and start fundraising. This information will come from Sirois and the City, and she believes that can be done by the middle of June. In the meantime, Lamontagne and Case are welcome to meet with Sirois to walk out to the proposed site, discuss the plans, and look at monuments and benches. Sirois notes that one of the benches near the columbarium was recently replaced at the cost of \$2500.

- E. Request to Engrave and/or Install Marker for Nellie Brown Mitchell (Black Heritage Trail of NH) -**
No news on this since our February meeting. Have not heard from the Black Heritage Trail group of NH who originally proposed it. A nice article was written in the Dover Download publication since our February meeting about Mitchell's life.

8. NEW BUSINESS:

- A. Discuss Changing Board's Meeting Schedule.** We will wait for further discussion in May, when Moisan can be with us. Propose that we would change the November meeting to October, as often Board Members and City employees have conflicts with the November date. However, the other months will likely remain unchanged.
- B. Review of Cemetery Rules & Regulations.** An effort was started several years ago to revise the existing Rules and Regulations (which were last approved by the City Council in 1999), but these revisions were never presented to the City Council or anyone else. Moisan wants to re-visit the proposed revisions, make further changes if needed (for example the address of the cemetery office), and consider rules and regulations proposed by the New Hampshire Cemetery



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Association, to see if anything should be added to the Dover Cemetery Rules and Regulations. She and Sirois feel regulations about the columbarium and personal columbaria especially should be considered. We ask that Moisan sends out documents for the Cemetery Board to review before the May meeting, and Sirois believes she will be able to do so.

9. ADJOURNMENT:

Motion: Marggraf made a motion to adjourn at 7:55 PM

Second: Tasker seconded the motion.

Vote: U/A

DRAFT

Next Meeting: Tuesday, May 11, 2021