



**CITY OF DOVER**

## CEMETERY BOARD MEETING MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Pine Hill Cemetery - 131 Central Avenue, Dover, NH 03820  
Meeting Date: **Tuesday, April 14, 2009**  
Meeting Time: **7:00 PM**

1. Attendees: Board Members: Rob Marggraf, Belinda Labourdette, Otis Perry, Bob Whiting, Grover Tasker & Bill Knowles. Cemetery Coordinator: Nancy Gagne. Excused: Roland Hofemann.
2. Meeting began at 7:08 p.m.
3. Mrs. Gagne was asked to inquire of the City Clerk the current standing of Board members. There was some confusion as to whether Mr. Hofemann had resigned or requested to be reassigned to an alternate position.
4. Motion to accept February 10, 2009 meeting minutes made by Mr. Perry and seconded by Mr. Knowles. Motion accepted.
5. Motion to accept slate of officers as nominated (Chairman – Robert Whiting, Vice Chairman – William Knowles, Secretary – Belinda Labourdette) made by Mrs. Labourdette and seconded by Mr. Perry. Motion accepted.
6. Mrs. Gagne informed the Board that the purchase order had been cut to Watertown Cremation Products and the foundation is expected to be poured in late May with the columbarium in place sometime in June. It should take about 8 weeks to complete. Mrs. Gagne will let the Board know as the various stages are undertaken as members would like to take pictures to chart the progress.
7. The Board discussed columbarium niche pricing and agreed to tier the pricing based on the row height of the niche. Preference would be to include the lettering, opening & closing fees with the purchase of the niche. Mrs. Gagne & Ms. Lucey will discuss costs related to opening and closing and consult with the Finance Director to determine how the funds could be set aside and made available at the time of interment, i.e. separate trust.
8. The Board agreed to hold a special meeting Tuesday, April 28<sup>th</sup> specifically to discuss the pricing structure, fees, rules and regulations related to the columbarium
9. Mrs. Gagne informed the Board that she was approached by representatives of the local Muslim mosque who are interested in purchasing a section of 50-100 graves. Members discussed various sections that could be presented as options for the group to consider.
10. Motion to adjourn made by Mr. Perry and seconded by Mr. Tasker. Motion accepted.
11. Meeting adjourned 8:45pm

Minutes Respectfully Submitted by Belinda Labourdette.