



CITY OF DOVER

CEMETERY BOARD MEETING MINUTES

Meeting Type: Special Meeting
Meeting Location: Pine Hill Cemetery - 131 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, June 30, 2009**
Meeting Time: **7:00 PM**

Attendees: Board Members: Bob Whiting, Bill Knowles, Otis Perry, Belinda Labourdette, Grover Tasker, Rob Marggraf. Cemetery Coordinator: Nancy Gagne. Facility & Grounds Supervisor: Sharon Lucey.

1. Meeting began at 7:05pm.
2. Meeting was called to order to discuss the columbarium rules in order to send a finalized copy to the City Council for their approval. Discussion as follows:
3. Rule # 1 (Size of niches) Mr. Tasker suggested changing the wording to: Niches are sized to accept two urns. The niches have the following dimensions: 10" wide x 15" high x 20" deep. No modifications to the niches are permitted.
4. Rule # 3 (Contents of container) Mr. Tasker suggested changing the wording to: Only human cremated remains shall be contained in permanent, watertight vessels approved by Cemetery Management.
5. Rule #3 (Contents of Container) Mr. Tasker inquired about whether a fetus in an urn (that was not cremated) could be interred in a niche because the rules state only cremated remains. The Board agreed that this issue could be presented to the board if the situation arose.
6. Rule #4 (Lettering on niche shutters) Mr. Whiting asked for a clarification of exterior versus interior shutters. The Board discussed specifying that the exterior shutter should be designated as the granite niche shutter. Wording to be changed in appropriate places in document.
7. Rule #4 (Designee). Wording to be changed FROM: Cemetery Board or its designee TO: Cemetery Board or designee in appropriate places in document.
8. Rule #4 (Cemetery Coordinator) Wording to be changed FROM: Cemetery Coordinator TO: Cemetery Board in appropriate places in document.
9. Motion by Mr. Perry, seconded by Mrs. Labourdette to send the rules as amended to the City Council for adoption. Vote unanimous.
10. Motion to adjourn made by Mr. Whiting and seconded by Mr. Perry.
11. Meeting adjourned at 8:20pm.

Respectfully submitted by Nancy Gagne, Cemetery Coordinator