



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 13, 2010**
Meeting Time: **7:00 PM**

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

1. Meeting began at 7:05pm.
2. Meeting was called to order and motion to accept November 10th meeting minutes made by Mr. Perry and seconded by Mr. Knowles. Motion accepted.
3. The Board voted to accept the slate of officers as presented: Chairman – Otis Perry, Vice-Chairman – Robert Whiting, Secretary – Belinda Labourdette
4. Mrs. Gagne brought to the attention of the Board a situation that has been seen by this cemetery and others in the state where 2 sets of cremated remains will be presented for burial as one unit. Such as a single casket burial with a set of ashes enclosed in the casket or a double urn. There is currently no fee to cover the cost of filing the necessary paperwork to record the second interment. Members discussed adding an accommodation fee. Mr. Marggraf offered to investigate accommodation fees and report his findings at the next meeting.
5. Motion to approve the Coordinator's report made by Mr. Perry and seconded by Mr. Hofemann. Motion accepted.
6. Publicizing the new Columbarium was discussed. Members suggested that Mrs. Gagne contact Mike Gillis, the city's media consultant to see if he would write a piece for Fosters Daily Democrat. Mrs. Labourdette offered to do some web research for a brochure that could be distributed to the local funeral homes.
7. Mr. Perry advocated for the removal of the chain link fencing in the new section of the cemetery along Court Street. A portion of the fence was damaged during the recent windstorm. Ms. Lucey has priced the repair and it would be less than the insurance deductible of \$1000.
8. Motion to remove the fence from Gate 5 to the end of the damaged portion of the fence made by Mr. Perry and seconded by Mrs. Labourdette. Motion passed with one opposed.
9. Mr. Perry inquired about the lights in the Veteran's Circle that were damaged by trees during the windstorm. Ms. Lucey is working on replacing them. Currently waiting for the power company to rerun the lines. Mr. Perry suggested that the city look into photoelectric lights. Mrs. Lucey will speak with Rick Jones of City Planning Dept and Johnson Controls, the company that did the energy audit for the city.
10. Mr. Whiting expressed concern about the condition of the Roberts Cemetery fence along Dover Point Road. The fence is down in spots and an eyesore. Ms. Lucey reported that the city crew is working in that area cleaning up trees. She will ask them to look at the fence and reset the fencing if possible. The issue will be put on next meeting's agenda to discuss a more permanent solution.
11. Mrs. Gagne presented a request from a family whose son was recently buried at the cemetery that they be allowed to place an Adirondack chair near the grave. The Board discussed the request and referred to the Cemetery rules. These require that any structure like this be of stone or granite. The request was denied but the family may consider a granite bench alternative if there is enough space in the area.



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12. Mrs. Lucey reported that the tree by the Columbarium was removed due to disease. Two Japanese maples were planted on either side to enhance the landscaping around the structure.
13. Motion to adjourn made by Mr. Perry and seconded by Mr. Tasker.
14. Meeting adjourned at 8:07pm.

Respectfully submitted by Mrs. Labourdette