



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, June 17, 2008**
Meeting Time: **7:00 PM**

1. Attendees: Board Members: Roland Hofemann, Belinda Labourdette, Otis Perry, Bob Whiting, Bill Knowles & Grover Tasker. Cemetery Coordinator: Nancy Gagne. Guest: Chris Parker. Excused: Rob Marggraf.
2. Meeting began at 7:04 p.m.
3. Motion to accept meeting minutes made by Mr. Perry and seconded by Mr. Hofemann. Motion accepted.
4. The Board discussed Mr. Joyal's recommendation to make the cemetery part of the Master Plan with Chris Parker. The following topics were covered in discussion: suggested outline of topics prepared by Mr. Perry, possible timeframe, Planning Board involvement, purpose of an outside consultant. Mr. Parker recommended that the cemetery section fall under the Community Facilities & Utilities section of the Master Plan to be completed September/October of 2008. Mr. Parker will send a sample section to Mrs. Gagne and Mr. Perry for Board review. The Board will need to review topics and make topic recommendations to the Planning Department. The Cemetery has never been part of the Master Plan. One of the goals presented by Mr. Parker would be to make the community aware of the cemetery assets as well as future plans. The Board thanked Mr. Parker for his time.
5. The Board discussed the six columbarium bid responses with Mr. Tasker abstaining from the discussion. Members chose three firms to invite to the next meeting on July 22nd. Mrs. Gagne will contact all bid applicants to thank them for their involvement and invite those the Board is interested in meeting for interviews at 6pm, 6:45pm and 7:30pm.
6. Mrs. Gagne presented the Coordinator's report. Memorial Day went well. The new crew is still learning about mowing and trimming but catching on quickly. The wet weather has made it difficult to keep up with the grass. The compost pile will be moved when things have slowed down. Mrs. Gagne has not had the opportunity to check the faucets in the cemetery or send letters to plot owners regarding gravesite decorations.
7. Motion to accept Coordinator's report made by Mrs. Labourdette and seconded by Mr. Knowles. Motion accepted.
8. Motion to adjourn made by Mr. Whiting and seconded by Mrs. Hofemann. Motion accepted.
9. Meeting adjourned 8:20pm

Minutes Respectfully Submitted by Belinda Labourdette.