

Meeting Type: Regular Meeting  
Meeting Location: Pine Hill Cemetery – 131 Central Avenue, Dover, NH 03820  
Meeting Date: **Tuesday, September 10, 2013**  
Meeting Time: **7:00 PM**

**MEMBERS PRESENT:** Grover Tasker – Recording Secretary & Vice Chairman, Bill Knowles, Rob Marggraf, Bob Whiting

**MEMBERS ABSENT:** Belinda Labourdette – Chairwoman, Otis Perry, Roland Hofemann

**STAFF PRESENT:** Sharon Sirois – Facilities, Grounds & Cemetery Superintendent, Meghan Moisan – Administrative Coordinator

**ALSO PRESENT:** Fran Chickering & Barbara Sturrock

**1. CALL TO ORDER:** In Chairwoman Labourdette’s absence, Vice Chairman Tasker called the meeting to order at 7:02 PM. Moisan filled in as Recording Secretary.

**2. APPROVAL OF MINUTES:** The minutes for the June 11, 2013 meeting were reviewed. In Section 3, Knowles suggested the word “introduces” be changed to “introduced”.

**Motion:** Knowles made a motion to accept the minutes

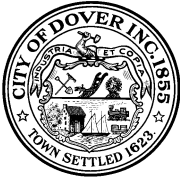
**Second:** Whiting seconded the motion

**Vote:** U/A

**3. CEMETERY STAFF UPDATES:** Members reviewed the monthly stats updated by Moisan. Since the last meeting, there were a total of 31 burials in Pine Hill Cemetery: 8 in June, 12 in July, and 11 in August. A total of 16 graves (to include cremation spaces and niches) were sold in the past 3 months: 9 in June, 5 in July, and 2 in August. Moisan and Sirois met with the IT Director and GIS Technician to discuss updating the cemetery maps and begin scanning burial cards in an effort to make these records available electronically. It was also pointed out that the new foundation fee for the installation of markers was not updated in the FY14 Fee Schedule. The Finance Director is currently preparing a resolution to amend the change, increasing the fee from \$55 to \$100.

#### **4. OLD BUSINESS:**

- A. Natural - “Green” Burials** – Fran Chickering and Barbara Sturrock appeared before the Board to request permission to allow for green burials in Pine Hill Cemetery. The topic was brought up during the last meeting; however, members agreed more information would be needed before any decision could be made. Chickering and Sturrock explained that a “green” burial meant no embalming, no casket, no vault and no marker. They desired to be buried in biodegradable shroud and suggested the use of GPS coordinates to locate the body. Tasker explained the embalming requirements in NH, as well as the handling and transportation of the body. Pine Hill Cemetery requires vaults to prevent caving, although the use of “bottomless” vaults has been approved and was suggested as an alternative. Knowles pointed to a legislative bill introduced in 2008 pertaining to natural burials, but stated it did not get very far. Additional obstacles, such as



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the upkeep of the lots, were also brought up. Tasker advised making prearrangements and to locate a funeral home who is willing to (legally) follow those wishes as close as possible. Although things could change down the road, members agreed performing green burials at Pine Hill Cemetery was not a viable option at this time. Chickering and Sturrock thanked everyone for listening.

## 5. NEW BUSINESS:

- A. Roberts Cemetery – Burial Inquiry from Descendent of Thomas Roberts:** An email was received from Doug Roberts inquiring about being buried in the same cemetery as his ancestor, Thomas Roberts, who is buried in Roberts Cemetery on Dover Point Road. The City of Dover maintains this cemetery but has not performed a burial there for a number of years. Because the cemetery is so old and there are very few records, it would be extremely difficult to perform a burial (particularly a full burial). After some discussion, members weren't sure if they were able to make that determination and decided it should be turned over to the City Attorney.
- B. Placement of Temporary Bench at Grave – Request for Approval:** Sirois said she had been contacted by Kim Beardsworth, a friend of a family whose teenage son recently passed away, and was seeking permission to place a stone bench on the lot. The family plans to order a monument, so this would be a temporary arrangement. Previous requests to place benches on lots were denied but stone benches are allowed in lieu of a monument. Beardsworth was supposed to send pictures of the bench to Sirois prior to the meeting but she hadn't received anything yet. A timeframe for "temporary" would have to be specified and it would need to adhere to size restrictions. Members would like to see pictures of the bench before making a decision.

**Motion:** Whiting motioned to table the discussion until the next meeting, awaiting photos of the bench.

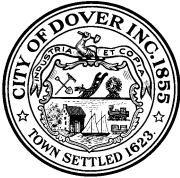
**Second:** Knowles seconded the motion

**Vote:** U/A

Sirois will follow up with Beardsworth to provide photos and dimensions for the next meeting.

- C. Cemetery Rules & Regulations – Suggested Revisions:** Prior to her retirement, Nancy Gagne received an email from Vladimir Kozulin, who recently purchased several columbarium niches in Pine Hill Cemetery, with suggested changes to the cemetery's rules and regulations (*Rules & Regulations for Pine Hill Cemetery and City Owned Cemeteries*). Kozulin noted proposed changes he made throughout the document – changed wording, rearranged sequence, added a new paragraph, etc.; however, the revisions were not specified, which would require someone to go through both documents word by word to locate the changes. Moisan was asked to send a copy of both the original and proposed changes to the members for review.

Sirois informed the members she received an email, originally sent to the City Manager and City Council, regarding a denied request for a border around her husband's niche in the columbarium. The owner of the niche was upset and didn't understand why the border was an issue. A template, previously decided on by the



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Cemetery Board, is given to the purchaser at the time of the sale. The purpose is to keep everything uniform. Others have had to adhere to those guidelines and it wouldn't be fair to them, particularly if former requests had been denied. Sirois sent a response but has not heard back. Members agreed with the decision, stating great deal of time had been spent discussing rules and regulations for the columbarium and they did not think it was a good idea to start making exceptions.

**6. ADJOURNMENT:**

**Motion:** Tasker made a motion to adjourn at 7:55 PM

**Second:** Knowles seconded the motion

**Vote:** U/A

**NEXT MEETING:** The next meeting is scheduled for October 8, 2013 at 7:00 PM.