

Meeting Type: Regular Meeting
Meeting Location: Pine Hill Cemetery – 131 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, October 8, 2013**
Meeting Time: **7:00 PM**

MEMBERS PRESENT: Belinda Labourdette – Chair, Bill Knowles, Otis Perry, Rob Marggraf (Alternate), Bob Whiting, Grover Tasker – Secretary

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

MEMBERS ABSENT: Roland Hofemann (Alternate)

1. CALL TO ORDER: Chairman Labourdette called the meeting to order at 7:00 PM.

2. APPROVAL OF MINUTES: The minutes (provided by Moisan & Tasker) were reviewed for the September 10, 2013 meeting.

Motion: Tasker made a motion to accept the minutes

Second: Knowles seconded the motion

Vote: U/A

3. CEMETERY STAFF UPDATES: Sirois gave a report on the number of burials, sale of lots and niches. The City Council approved the change to the FY14 Fee Schedule for the marker installation rate increase. The deadline for foundation orders for the fall pouring is October 15.

Upgrades to the cemetery office included floor surfacing, a coat of paint and a new desk. Urban Tree Service sprayed the back area of the cemetery for the invasive Japanese knotweeds but it might have to be done again. Salmon Falls Nursery offered to donate some of their leftover trees for the F&G crews to plant in the cemetery.

Motion: Tasker made a motion to accept the report.

Second: Whiting seconded the motion

Vote: U/A

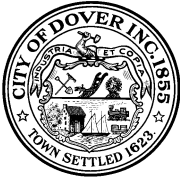
4. OLD BUSINESS:

A. Placement of Temporary Bench at Grave – Request for Approval: Sirois & Moisan will respond to the family requesting the “temporary” bench to be on a lot. Members approved the placement but it must be removed when the permanent monument is installed.

Motion: Perry made a motion to allow the temporary placement of the bench, providing it is removed upon installation of the monument.

Second: Whiting seconded the motion

Vote: U/A



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- B. Cemetery Rules & Regulations – Suggested Revisions:** There was a discussion on suggested rule revisions that were submitted to the Cemetery Board. Members and staff will have to wade through to see what changes were proposed. Since the changes weren't marked, it was agreed that it was too much to get through in one meeting. The efforts were appreciated and members agreed to take the suggestions into consideration during the next revision process. Labourdette will draft a response to thank Mr. Kozulin, acknowledging that his recommendations have stimulated the board to review the current rules and regulations in the near future. A brief discussion ensued regarding deeds, ownership rights, and the paperwork associated with the sale of graves.

Knowles brought to the Board's attention that the City Council Review Committee has submitted rule changes pertaining to various City Committee's rules & regulations. The committee modified Chapter 74-4 Part B, under Cemeteries, suggesting that "No dogs, horses, cattle or other domestic animals are permitted on the grounds of cemeteries" is changed to "No unleashed dogs, horses, cattle or other domestic animals are permitted on the grounds of cemeteries." Labourdette and Knowles would like to attend the public hearing. Sirois will contact the Community Services Director and City Clerk for more information.

- C. Roberts Cemetery – Burial Request** - A response was received from the City Attorney regarding the request from Doug Roberts for burial in the Roberts Cemetery. Since burials have not been conducted there for many years, and due to the lack of accurate records relating to the location of those burials, members agreed the cemetery should be closed to future burials. The decision also ensures those who are already buried will not be disturbed and the historic character of the site is respected and maintained. *(RSA Chapter 289:21 grants the Cemetery Board authorization and rights to determine whether future burials will be allowed)*. Roberts will be notified that no more burials can be accommodated in that cemetery.

Motion: Perry made a motion to close Roberts Cemetery to future burials.

Second: Knowles seconded the motion

Vote: U/A

5. NEW BUSINESS: None

6. ADJOURNMENT:

Motion: Whiting made a motion to adjourn at 7:55 PM

Second: Perry seconded the motion

Vote: U/A

Next Meeting: Tuesday, November 12, 2013 at 7:00 PM.

Respectfully submitted:

Grover Tasker, Recording Secretary