

Meeting Type: Special Meeting (Regular Meeting Rescheduled)
Meeting Location: Pine Hill Cemetery – 131 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, November 18, 2014**
Meeting Time: **7:00 PM**

MEMBERS PRESENT: Belinda Labourdette – Chair, Grover Tasker – Secretary, Scott MacKenzie, JoAnn Rohde

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

MEMBERS ABSENT: Otis Perry, Rob Marggraf, *Bill Knowles*

1. CALL TO ORDER: Chairman Labourdette called the meeting to order at 7:04 PM.

Labourdette welcomed new board members JoAnn Rohde and Scott MacKenzie. Rohde and MacKenzie briefly introduced themselves and explained why they decided to join.

2. APPROVAL OF MINUTES: The minutes were reviewed for the September 23, 2014 meeting.

Motion: Tasker made a motion to accept the minutes.

Second: Rohde seconded the motion

Vote: U/A

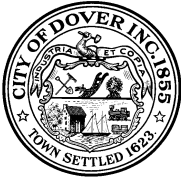
3. CEMETERY STAFF UPDATES:

Sirois read the staff updates and provided the monthly stats. During the month of October, a total of 6 burials had been performed (1 full and 5 cremation), and two full-sized graves were sold. Eight monument foundations were dug and poured the end of October and markers have been installed until recently. In collaboration with the Dover Cooperative Ministries Council, a memorial tree and plaque for Bob Whiting (former mayor & Cemetery Board member) was dedicated on November 3rd. Urban tree was contacted to remove a maple tree in Section 8 after a large branch split and fell. Paving on Main Avenue and sections of Avenue M has been completed and the cemetery crew finished building up the edges of the newly paved areas. Employees have been busy clearing leaves and winterizing the water system within the cemetery. Local funeral homes were notified of winter burial rates, which take effect on December 1st. Labourdette inquired if there had been any updates to the Master Plan and Sirois reported that Director Steele has been busy but will be getting to it. Longtime employee Vinny Turcotte recently retired after 26 years with the City of Dover. Seasonal worker Nic Gordon also left after being hired full-time at Public Works.

Motion: Tasker made a motion to accept the report.

Second: MacKenzie seconded the motion

Vote: U/A



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4. UNFINISHED BUSINESS:

A. REVIEW CEMETERY RULES & REGULATIONS

1. Review Draft Copy of Proposed Rule Changes – Moisan provided a draft copy of all changes to the Cemetery Rules & Regulations. New members were briefed on the review process and some of the proposed changes; however, any discussion on the topic was postponed until the next meeting.

5. NEW BUSINESS: It was with great sadness that the board acknowledged the loss of another member. William Knowles passed away on Monday, November 17, 2014. Bill served on the Cemetery Board for over 21 years and will be missed. Siros would like to plant a memorial tree in the spring to honor him.

6. ADJOURNMENT:

Motion: MacKenzie made a motion to adjourn at 7:20 PM

Second: Rohde seconded the motion

Vote: U/A

Next Meeting: Tuesday, February 10, 2015