

Meeting Type: Special Meeting (Regular Meeting Rescheduled)
Meeting Location: Pine Hill Cemetery – 131 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, February 21, 2017**
Meeting Time: **7:00 PM**
(Meetings 2nd Tues of month: Feb., Apr., May, June, Sept. & Nov.)

MEMBERS PRESENT: Grover Tasker – Chair, Vice-Chair - Rob Marggraf, Belinda Labourdette – Secretary, Sean Greenlaw

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

GUEST PRESENT: Susan Kelsch

MEMBERS ABSENT: JoAnn Rohde & Martha Haley

1. CALL TO ORDER: Chairman Tasker called the meeting to order at 7:03 PM. New member, Sean Greenlaw was welcomed to the Board.

2. APPROVAL OF MINUTES: The minutes were reviewed for the November 15, 2016 meeting.

Motion: Marggraf made a motion to accept the minutes.

Second: Labourdette seconded the motion

Vote: U/A

3. CEMETERY STAFF UPDATES: Sirois read the staff updates and reported on the number of burials and graves sold since the last meeting. There were 23 burials in November, December & January (15 full and 8 cremations) and 15 graves sold in that same timeframe. Grave sales continue to be strong as Moisan continues cleaning up contracts. Sales for 2016 were up 80% over the prior year.

The cemetery crew has been busy with regular maintenance and assisting Public Works with plowing, sand/salt and snow removal operations throughout the city. Three seasonal workers were hired to help during their winter school break. Trees were trimmed in Pine Hill and along the fences bordering the cemetery. North Avenue was one area where the trees were cut back to the fence and bottom limbs were removed. Staff worked on servicing the summer equipment getting ready for the spring.

The office continues to get requests for lot information, genealogy assistance and general requests. Moisan is making an effort to be helpful without getting pulled into any individual's research.

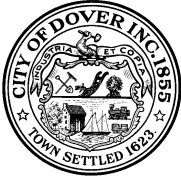
Motion: Labourdette made a motion to accept the report.

Second: Marggraf seconded the motion

Vote: U/A

4. UNFINISHED BUSINESS:

- A. **Cemetery Master Plan updates** – The cemetery portion of the master plan go into more detail than it ever has before. The three buildings within the cemetery were reviewed and a number of pressing items were identified. Unfortunately, the buildings have been allowed to deteriorate beyond the point where



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regular maintenance will suffice. The chapel will require extensive renovations that are still pushed out in this proposed master plan. In the meantime, it was suggested that a fence be set up to avoid pedestrians in the cemetery being hit by bricks falling off the chapel. Bricks fell this past year but no one was in the area. The staff inside heard a loud noise and upon investigation found the debris.

Tasker asked if anyone had inquired with the St. Charles demolition crew to see if any of the bricks could be salvaged. Sirois appreciated the reminder and planned to investigate.

Dover does not have a historical society which eliminates a key interest group that could have been called on to assist with fundraising for the chapel restoration. New member Greenlaw shared an idea he read about related to beekeeping in the cemetery. Other ideas discussed were art classes taught in the cemetery with proceeds donated or art created and sold to benefit the chapel. The board appreciated the suggestions and Greenlaw's enthusiasm.

Finally, there is discussion about making the cemetery records available electronically. This presents a number of challenges but all agreed it was a worthwhile goal.

5. NEW BUSINESS: Members again welcomed Greenlaw and encouraged guest, Susan Kelsch, to consider joining as there is an alternate position still available.

6. ADJOURNMENT:

Motion: Labourdette made a motion to adjourn at 8:07 PM

Second: Marggraf seconded the motion

Vote: U/A

Next Meeting: Tuesday, April 11, 2017