

Meeting Type: Regular Meeting
Meeting Location: Pine Hill Cemetery – 131 Central Avenue, Dover, NH 03820
Meeting Date: **Tuesday, May 8, 2018**
Meeting Time: **7:00 PM**
(Meetings 2nd Tues of month: Feb., Apr., May, June, Sept. & Nov.)

MEMBERS PRESENT: Grover Tasker – Chair, Belinda Labourdette – Secretary, Martha Haley & JoAnn Rohde

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

Excused: Rob Marggraf, Sean Greenlaw & *Robert Lucier (*Alternate; Resigned as of May 3, 2018*)

1. CALL TO ORDER: Chairman Tasker called the meeting to order at 7:03 PM.

2. APPROVAL OF MINUTES: The minutes were reviewed for the April 10, 2018 meeting.

Motion: Haley made a motion to accept the minutes

Second: Rohde seconded the motion

Vote: U/A

3. CEMETERY STAFF UPDATES: College students are back. Employees have been busy with spring cleanup and Memorial Day preparations. Winter burial sites have been loamed and seeded after sand was removed. A majority of April was spent cleaning up debris and branches from the grounds. All seasonal and prohibited items have been removed. Mowing commenced the first week of May. Crews will begin working weekends and staying late as of May 12th to ensure the cemetery looks its best in the coming weeks. Several foot markers were installed with an additional five orders received for monument foundations. Cemetery-related requests surged the first week of April as expected and continue to increase. Two burials in April (1 full & 1 cremation) and a disinterment. There have been five burials in May and several more scheduled. Seven graves were sold in April (5 regular & 2 cremation spaces). There are a few contracts still open. Temple Israel purchased four graves and the Islamic Society (ISSA) has also expressed interest in purchasing additional lots in the near future. The Memorial Day service is scheduled for May 28th at 6pm at the Veteran's circle in the cemetery.

Motion: Labourdette made a motion to accept the cemetery staff updates

Second: Rohde seconded the motion

Vote: U/A

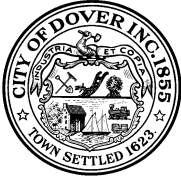
4. UNFINISHED BUSINESS:

A. Budget Priorities for Cemetery Master Plan

- a. The Board's memo on cemetery expenditures was sent, as directed in previous meeting. There has been no response.
- b. The budget was approved. Unaware if it includes provision for road & tree work in the cemetery. Some overall paving dollars were removed to allow the hiring of an electrician and SCADA. Sirois does not believe an engineering firm has been put on retainer by the city.

B. Bus Shelter

- a. The stakes are gone. Sirois will be attending a meeting on May 9th to discuss.



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- C. Labourdette suggested that a Trustee be invited to the meeting to explain the trust fund. Tasker suggested that Dana Lynch would be better able to answer questions related to the various sources of funds for the cemetery. Sirois will see who might be available to attend the June meeting to address financial questions for the Board.

5. NEW BUSINESS:

Haley noted that the cemetery crew does so much around the city and wondered if it would be helpful to have members monitor the condition of the various small cemeteries (First Settler, Pinkham & Austin Tuttle). Sirois appreciated the thought but felt that staff were able to monitor the conditions regularly as they mow.

Labourdette proposed repurposing chapel pews not being used by loaning them to the library for seating in the 2nd floor auditorium.

Motion: Haley made a motion that a designated member of the Board would approach the library to see if there is a need for the chapel pews.

Second: Labourdette seconded the motion

Vote: U/A

Labourdette will contact Library Director, Cathleen Beaudoin, to determine interest.

Tasker informed the Board that Robert Lucier had tendered his resignation. Members discussed approaching Susan Kelsch to replace him. Moisan noted that she had been informed there was someone on the waiting list she believed might be Kelsch but will need to confirm.

6. ADJOURNMENT:

Motion: Haley made a motion to adjourn at 7:50 PM

Second: Rohde seconded the motion

Vote: U/A

Next Meeting: Tuesday, June 12, 2018