

FINAL

**CITY OF LEBANON
BOARD OF CEMETERY TRUSTEES
REGULAR MEETING MINUTES
REMOTE VIA MICROSOFT TEAMS
LebanonNH.gov/Live
TUESDAY, June 8, 2021
5:00 PM**

MEMBERS PRESENT: Chair Fran Hanchett, Caitlyn Hauke, David Muzzy, Susan Painter

MEMBERS ABSENT: Vice Chair Antonio Palazzo

STAFF PRESENT: Patrick McCarthy – Sexton, James Donison – Director Public Works,
Paula Maville – Deputy City Manager

GUESTS: Judith Bush, Rainie Kelly and Billy Saine

I. CALL TO ORDER

The meeting was called to order at 5:01 PM by Chair Fran Hanchett.
A Roll Call of Board Members who participated remotely is listed above.

Review of meeting procedures and NH RSA 91-A “Right-to-Know” requirements.
Patrick McCarthy delivered the Right to Know procedures to the Members and the public.

II. APPROVAL OF MINUTES

A. May 11, 2021

***Mr. Muzzy MOVED to approve the May 11, 2021, Minutes as presented with amendments.
Seconded by Ms. Painter.***

Amendments: Page 1, Add ‘Patrick McCarthy’ to Staff Present; Page 2, Line 31; Correct ‘Among’ to
‘Amount’; Page 5, Line 45; Add ‘without the Board being aware of it.’

Roll Call Vote

Ms. Painter, Ms. Hauke, Mr. Muzzy, and Chair Hanchett all voting Yea.

None voted Nay.

****The Vote on the Motion was unanimously approved (4-0).***

III. CEMETERY SEXTON REPORT

A. Monthly Report

The month of May involved preparations for Memorial Day. There were two full burials and 13 cremations. The cemeteries were mowed, cleaned up and monuments addressed. Bids went out for the repair of cemetery stones, and it was again awarded to the same contractor. Sixty stones will be repaired, erected back up and cleaned with the biological cleaner. The cost will be \$25,000, the same as previous years and a few more stones will be done this year. The money will come out of the allotted money.

Mr. Muzzy pointed out several grave sites that need to be repaired. The Sexton will work directly with him to correct the areas that need work. Mr. Muzzy will put his notes in his annual report for the Staff.

IV. OLD BUSINESS

A. Fencing at Valley Cemetery

Ms. Painter reported that she has a few house keeping items regarding the fence and asked for an understanding of what the Board thinks is a reasonable amount to spend and where the fence should go to help determine some appropriate fence options. She shared her screen, showing the City of Lebanon website that showed an attractive wood fence along the rail trail. This reminded her that the new fence should be in harmony with the existing fence. She feels more discussion should take place before a substantial amount, \$18,000 or more, is spent and before rushing into a decision. She believes that the fence toward the back and having the fence in the cemetery itself might keep people from dumping in that area as well. The Board previously voted to put up a fence to prevent access coming up from the rail trail. It is time for the Board to have a full discussion of what this means and what would be the legacy of this Board of Trustees.

Mr. McCarthy said the reason a chain link fence was suggested is because there are chain link fences on both ends of where the fence would be installed. The chain link fence is the path of least resistance. And perhaps some vegetation or vines can be added to improve the appearance of the fence. Ms. Painter believes a chain link fence does not belong on a bike path. And if the Board feels it is important to install a chain link fence, instead of another type of fence, can the fence be parallel to the path up in the cemetery. Chair Hanchett said she thought the fence would go along the property line. Ms. Painter asked why a fence cannot run along the back that is in the cemetery instead of on the bike path. The Board continued to discuss what other types of fences can be considered. The fence was voted on to prevent bikes from coming into the cemetery. Now some of the Board members are concerned about trash on the rail trail. Mr. McCarthy said he will get quotes for a 3 or 4 rail wood fence if asked to do so. Material expenses are very high currently. Ms. Painter will work on making a request for a fence she feels is appropriate. She is concerned about how the perpetual funds are going to be spent.

Doug Boisvert from Ward 3 spoke and asked about the offer from the Recreational Director to share in the cost of the fence and asked if there is more information about that offer. He also said he has seen chain link fence along other areas of the rail trail. He noticed that pieces of a makeshift fence that were put up to stop the use by bikes were ripped out several times. But that fence was not permanent enough to stop the bike traffic. Ms. Painter and Mr. McCarthy will work together during the next month to bring more information to the Board next month.

V. NEW BUSINESS

A. Infant Grave Monuments-Discuss and vote on lamb to be placed on the monuments

Ms. Hauke MOVED to approve the design of Lamb 1.

Seconded by Mr. Muzzy.

Roll Call Vote

Chair Hanchett, Mr. Muzzy, Ms. Hauke, and Ms. Painter and all voting Yea.

None voted Nay.

**The Vote on the Motion was unanimously approved (4-0).*

B. Annual Assessment of Cemeteries

The annual assessment of the cemeteries is in the packet. Mr. McCarthy said the organization of the evaluations used in previous years worked out well. The reports will have to be completed in the next three weeks to be reviewed at the next meeting. The Board will try to get the assessment done in the next three weeks.

Mr. Muzzy said he would like to wish Patrick a Happy Birthday.

C. Turf Report

The turf report was sent; however, Mr. Palazzo is not present tonight and the Board will discuss it next month. In the past few years, some soil samples were collected, and research plots have been tested. They are determining what is the best soil, fertilizer, and best turf. They would like to get rid of the grubs that seem to be taking over in some gravesites.

Ms. Painter asked for clarification about the site line from the grave sites past the columbariums to the fountain. Mr. McCarthy said there is a 360-degree point of view. However, she feels the columbariums would block the line of site from several graves. She would like to share some pictures that show the fountain is not fully visible from several grave sites and she will send them to the Board offline. Mr. Donison described where the columbarium will be situated and described the perspectives of view. Ms. Painter would like to have the areas where the columbariums would be staked out, so Board members can determine if there would be a clear line of site from all grave sites.

VI. FUTURE AGENDA ITEMS

Turf Report

VII. ADJOURNMENT

***Mr. Muzzy MOVED to adjourn the meeting.
Seconded by Ms. Hauke.***

Roll Call Vote

Ms. Painter, Mr. Muzzy, Ms. Hauke, and Chair Hanchett all voting Yea.

None voted Nay.

****The Vote on the Motion was unanimously approved (4-0).***

The meeting was adjourned at 5:57 PM.

Respectfully Submitted,
Linda Billings
Recording Secretary