



**LEBANON BOARD OF CEMETERY TRUSTEES  
APRIL 11, 2023 - 5:00 PM  
COUNCIL CHAMBERS, CITY HALL OR  
REMOTE VIA VIRTUAL PLATFORM  
LEBANONNH.GOV/LIVE**

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- 1. Call to Order**
  - 2. Approval of Minutes**
    - A. December 13, 2022
  - 3. Cemetery Sexton Report**
  - 4. Old Business**
    - A. Baby section monumentation
  - 5. New Business**
    - A. West Lebanon Cemetery water service
    - B. Expansion of water service in Glenwood Cemetery to continue on to Mt. Calvary
    - C. Cemetery Assessments
    - D. Officer Elections
  - 6. Future Agenda Items**
  - 7. Adjournment**

Meetings are open for in-person and remote attendance. Members of the public that wish to attend remotely may do so by going to [LebanonNH.gov/Live](https://LebanonNH.gov/Live) where you will find instructions on how to enter the meeting. Members of the public will be able to participate and ask questions through the City's virtual platform or by phone. Please note: Should technical difficulties occur during the meeting that disrupts virtual or phone connection(s), the meeting will continue without remote access capabilities.

AGENDA  
BOARD OF CEMETERY TRUSTEES  
April 11, 2023

AGENDA ITEM 2  
APPROVAL OF MINUTES:

**December 13, 2022**

DRAFT

**CITY OF LEBANON  
BOARD OF CEMETERY TRUSTEES  
CITY HALL MEETING ROOM 2 or  
REMOTE VIA VIRTUAL PLATFORM  
LEBANONNH.GOV/LIVE  
TUESDAY, December 13, 2022  
5:00 PM**

**MEMBERS PRESENT:** Chair Antonio Palazzo, Vice Chair Caitlyn Hauke, David Muzzy

**MEMBERS ABSENT:** Susan Painter, Fran Hanchett

**STAFF PRESENT:** Patrick McCarthy – Cemetery Sexton

**GUESTS:** Judith Bush - Remote, Bruce Hartford

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1  
2 **I. CALL TO ORDER**  
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4 The meeting was called to order at 5:00 PM by Chair Antonio Palazzo.  
5

6 **PUBLIC COMMENT**  
7

8 Judith Bush thanked Mr. McCarthy for including information about natural burials on the City report.  
9 She asked how the burial went. It will be reported later in the meeting. Last week a group in Woodstock  
10 had a remote session about natural burials and 78 people attended. The Lebanon natural burial advocates  
11 are working on a brochure for the public and she asked that it be reviewed by the Board before it is  
12 published.  
13

14 **II. APPROVAL OF MINUTES**  
15

16 **A. June 14, 2022**  
17

18 *Mr. Muzzy MOVED to approve the June 14, 2022, Minutes as presented.*  
19 *Seconded by Vice Chair Hauke.*  
20

21 *\*The Vote on the Motion was unanimously approved (3-0).*  
22

23 **III. CEMETERY SEXTON REPORT**  
24

25 **A. Monthly Report**  
26

27 The last six-month burial and foundation numbers were not reported due to computer issues. Five lots  
28 have been sold for natural burials, but only one is for a Lebanon resident. One burial recently occurred in  
29 the West Lebanon Cemetery. The soil was removed and brought back in after the burial. There was a  
30 funeral home involved. There is some foot traffic on the grave site that staff are watching. They used  
31 compost from the landfill to mound the burial site.  
32

33 They have completed the fall cleanup of all the cemeteries. The department is down staff again. Only  
34 Mr. McCarthy will be doing burials during the winter, and he will ask highway staff when he needs  
35 assistance.  
36

1 The Board discussed the house and lot that was purchased for the cemeteries. It is currently being leased  
2 out for two years and then a plan will be developed.

3  
4 **IV. OLD BUSINESS**

5  
6 **A. Baby Section Monument**

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8 The stones are in. They are getting ready to map out where the stones will be placed in Glenwood  
9 Cemetery. The members will be asked to review the placement, but there will not be too many options  
10 for the stones. They have to be placed where they will not be located on a grave and where staff can  
11 navigate and complete their work. The space is tight. It gets wet in that area in the Spring, so they will  
12 take that into consideration when choosing where to place the stones.

13  
14 **V. NEW BUSINESS**

15  
16 **A. Tree Work Throughout All Cemeteries**

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18 The City side of the budget was increased by an additional \$50,000 for the upcoming year to address the  
19 trees in the cemeteries. This year they were unable to do monumentation due to difficulties of the  
20 contractor. They are going to use the remaining budget for trees this year in portions of West Lebanon  
21 Cemetery. They will use the 2023 budget for the School Street Cemetery. They are addressing trees that  
22 are problematic, either dying or damaged, or not safe.

23  
24 **B. West Lebanon Cemetery Water Service**

25  
26 Over the summer there were numerous Leb Alerts about water breaks. It is a very old line and had many  
27 shutdowns during the last year. The Board is being asked to evaluate where new spigots can be put and to  
28 help design the plan where they will want spigots for watering in the cemetery.

29  
30 *Mr. Muzzy MOVED that Patrick contact the water company to determine what can be repaired or*  
31 *replaced in West Lebanon Cemetery.*

32  
33 *Seconded by Ms. Hauke.*

34  
35 They discussed that copper piping is more beneficial because water leaks are discovered more easily,  
36 while leaks in plastic piping cannot be found easily. They believe there are numerous leaks in the West  
37 Lebanon area.

38  
39 The money would come from a CIP for the project. It will be a long-range plan. They will work from a  
40 plan that is first developed by the water company.

41  
42 *\*The Vote on the Motion was unanimously approved (3-0).*

43  
44 **C. Expansion of Water Service in Glenwood Cemetery to Continue on to Mt. Calvary**  
45 **Cemetery**

46  
47 They are looking for direction about getting water service in the cemeteries. Currently there is only water  
48 to the fountain in the Glenwood Cemetery. In the future they would like water spigots in these two  
49 cemeteries. It may be a better option to write one CIP for all the water service in all three cemeteries.

50  
51 *Ms. Hauke MOVED to include Glenwood Cemetery and Mt. Calvary Cemetery in the water company's*  
52 *evaluation, to determine what can be replaced in those two cemeteries.*

1 ***Seconded by Mr. Muzzy.***

2

3 ***\*The Vote on the Motion was unanimously approved (3-0).***

4

5 **VI. FUTURE AGENDA ITEMS**

6

7 Elections will need to be done soon. The members are happy with the current roles.

8

9 There will be work in City Hall in February. They discussed changing the regular meeting to March.

10

11 **Mr. Muzzy MOVED to change the meeting to March.**

12 **Seconded by Ms. Hauke.**

13

14 ***\*The Vote on the Motion was unanimously approved (3-0).***

15

16 **VII. ADJOURNMENT**

17

18 ***Ms. Hauke MOVED to adjourn the meeting.***

19 ***Seconded by Mr. Muzzy.***

20 ***\*The Vote on the Motion was unanimously approved (3-0).***

21

22 The meeting was adjourned at 5:31 PM.

23

24 Respectfully Submitted,

25 Linda Billings

26 Recording Secretary