

FINAL

**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

I. CALL TO ORDER

The meeting was called to order at 5:00 PM by Chair Antonio Palazzo.

PUBLIC COMMENT

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

II. APPROVAL OF MINUTES

A. June 14, 2022

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

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

III. CEMETERY SEXTON REPORT

A. Monthly Report

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

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

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

IV. OLD BUSINESS

A. Baby Section Monument

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

V. NEW BUSINESS

A. Tree Work Throughout All Cemeteries

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

B. West Lebanon Cemetery Water Service

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

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

Seconded by Ms. Hauke.

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

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

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

C. Expansion of Water Service in Glenwood Cemetery to Continue on to Mt. Calvary Cemetery

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

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

Seconded by Mr. Muzzy.

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

VI. FUTURE AGENDA ITEMS

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

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

Mr. Muzzy MOVED to change the meeting to March.

Seconded by Ms. Hauke.

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

VII. ADJOURNMENT

Ms. Hauke MOVED to adjourn the meeting.

Seconded by Mr. Muzzy.

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

The meeting was adjourned at 5:31 PM.

Respectfully Submitted,
Linda Billings
Recording Secretary