

## FOREST GLADE CEMETERY TRUSTEES

### DRAFT Minutes of January 19, 2016 Meeting

Time: 4:00 PM

Location: Somersworth City Hall

Present: Woody Openo, Mary Shaw, Margaret Roberge, Ray Atwood, Beth Poulin and Mike Bobinsky arrived late.

Absent: Jennifer Nalley

Visitor: Tim Metivier

Meeting was called to order by Chairman Woody Openo at 4:05 PM.

Item 2: Minutes of Previous Meeting:

. Tabled until Mike Bobinsky arrives.

4:25 PM Minutes were reviewed and accepted as is

Item 3: Public Works Directors Report: Full report is attached. Mike indicated the need to make arrangements with either Ben Messier or a company that specializes in burials. Such an arrangement would probably allow year round burials. Ben Messier does not have the proper insurance to take this job on.

Mike mentioned that Jeff Snow from the NHCA sent a message regarding the death of member Bray Walsh. Margaret will send sympathy card to Bray Walsh's family on behalf of the Trustees.

Item 4: Comments by Visitors: See Item 7B

Item 5: Communications: No business to discuss at this time.

Item 6: Reports of Special Projects of Sitting Members: No reports at this time.

Item 7: Unfinished Business

A. National Register Grant Project :

Lisa Musolf visited and walked around Forest Glade Cemetery. She also reviewed old City Annual Reports. She has started on the historical research. She is also working on a project in Hampton.

## B. Rustic Wellhouse

Tim reported the Wellhouse is completed except for the copper cap. Tim is working on getting a status update on the cap.

## C. Winter Closing:

Because we now have snow the Cemetery is closed for the winter. The wellhouse bunting has been removed. Margaret Roberge has washed and bagged them for storage. They will be stored at the Public Works building.

## 8. New Business

### A. Meeting Time and Duration:

A discussion on duration of meetings resulted in an agreement the longest a meeting would last is one and a half hours. Meetings starting at 4:00 PM is the most convenient for everyone. Because some members have other meetings after the Trustee Meeting on the second Tuesday of the month, we will change meetings to the first Tuesday of the month. Meetings will start at 4:00 PM and be held in the Executive Conference Room at City Hall. Also, meetings will end no later than 5:30 PM.

There will not be a meeting in February. The next meeting will be on March 1, 2016. Motion by Margaret that meetings start at 4:00 PM and last a maximum of one and half hours. Seconded by Ray. Motion passed unanimously.

The agenda for the next for the next meeting should include electing a Vice-Chairman in case the Chairman is unable to attend a meeting or has to leave early.

### B. Summer Events:

Margaret needs lead time to get summer events buttoned down. She will form a sub-committee and enlist non-board members.

Should we form Friends of Forest Glade Cemetery?

What months are considered summer months? It was decided that summer months are from May into September.

Forest Glade Cemetery does not have electricity. Electrical events should not be planned unless we have the use of a generator.

5:05PM Woody leaves and Beth takes over the meeting.

A public meeting with Lisa Musolf regarding the process of writing grants. This will have to be discussed with Lisa Musolf.

It was decided that Forest Glade Cemetery should renew membership in the New Hampshire Cemetery Association..

Motion by Margaret to adjourn meeting and seconded by Ray. Passed unanimously.

Meeting adjoured at 5;15 PM.

Respectfully submitted,

Mary Shaw,  
Trustee