

Cemetery Trustees Meeting Minutes

April 5, 2018

Attending: (x=attended; a=absent)

Mary Shaw, Chairman	x
Margaret Roberge, Vice Chairman	x
Woody Openo	x
Neil Larson	a
Amy LaBelle	x
Michael J. Bobinsky, Director of Public Works	x

Recording: Michael J. Bobinsky, Director of Public Works

Meeting opened at 10:00 AM

Minutes of March Meeting

Minutes were reviewed; Maggie Roberge moved and Woody Openo seconded approval of the March Minutes. All voted in favor to adopted the Minutes.

Welcome Trustee Amy Labelle

The Trustees announced and welcomed Amy Labelle as the newly City Council appointed Trustee.

Comments by Visitors

There were no visitors to the Trustees Meeting

Communications

There were no communications sent to the Trustees

Director of Public Works' Report

Director Michael Bobinsky reviewed key points outlined in his Director's report, with a focus on the upcoming chapel assessment., Trustee terms, solicitation of bids for repainting the Italianate Well House this Spring, upcoming spring clean-up and general operations. The Trustees asked the Director if the side gates to the entrance pillars could be fixed open in time for the Summer Series. The Director indicated he would investigate the possibility of keeping the gates open before the summer series.

Reports of Special Projects of Sitting Members

A. Chapel Summer Series

Maggie provided an update on the series events; including a collaborative with the area veterans' groups and Eagle Scout candidate Zach Andrews to display his data base on Memorial Day at the Chapel. Maggie advised that she will be planning to link some of the events and possible funding with the 125 Anniversary Committee; Summer events planned are May 28-Memorial Day event; June 10 Peter Michaud and history of the Cemetery; July 29, Funky Divas of Gospel; August 19, Artful Noise; and September 9, Poet Liz Ahl. Maggie presented a draft brochure reflecting the various events that are planned for feedback. Trustees endorsed the brochure. Maggie

will work with Department staff on getting the brochures printed. Mary requested that DPW personnel provide detailed Chapel cleaning before the first summer event this year.

B. Chapel Garden

Amy Labelle agreed to serve as lead Trustee with redesigning the Chapel Garden, design to use Victorian Era features, including a center rock that the National Registry Plaque will be affixed too. The Trustees also suggested to work with Wendy Berkeley from Farm to the School program on some of the garden plantings and design.

C. Eagle Scout Zach Andrews Project Update-Neil Larson was not present to provide an update on the website being developed by this project.

Unfinished Business

A. Trustee Terms

Mike Bobinsky referenced his monthly report which cites a State statute that limits municipal cemetery trustees' terms to 3 years. City of Somersworth ordinance is out of sync with State statutes and the City is following the 3-year term rule for Trustees. Mike will be working with the City Manager on proposing edits to the City Ordinance to make in line with state statutes.

B. National Registry Plaque

Trustees discussed purchasing a plaque to recognize the National Designation and after discussion, Amy Labelle moved and Woody Openo seconded a request to staff to purchase a 10x7 bronze plaque with the language included in the brochure Mary provided to the Trustees.

C. Moose Plate Grant Project Status

Mike advised that his office is completing a bid specification for this spring and will be soliciting bids for the gate and pillar repair project. Amy Dixon of the NH Historic Resource has requested a copy of the bid document for review and consideration.

D. Donations and Sponsors

The Trustees discussed the processes for accepting donations to the Cemetery and reflected on concerns with seeking donations.

Other:

-Woody Openo indicated he would be working with neighbors on raking and cleaning up the Horne Cemetery during the Saturday May 5 Spirit Up Somersworth clean up event.

-Next Meeting: May 10, 2018 at 10am in the Department of Public Works and Utilities Facility, 18 Lilac Lane, Somersworth, NH.

Woody Openo moved and Maggie Roberge seconded the motion to adjourn the meeting. All in favor.

Meeting adjourned at 11:30 AM.