

Cemetery Trustees Meeting Minutes October 18, 2018

Attending: (x=attended; a=absent)

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

Recording: Jennifer Gosselin, Executive Assistant

Mary Shaw opened the meeting opened at 2:10 PM

Minutes of September Meeting

Minutes were reviewed: Margaret Roberge moved to accept the minutes and Woody Openo seconded the motion to approve of the September Minutes. All voted in favor to accept the Minutes.

Comments by Visitors

There were no visitors at this months' meeting.

Communications

No communications were received since the last meeting.

Director of Public Works' Report

Director Michael Bobinsky reviewed key points outlined in his Director's report.

Reports of Special Projects of Sitting Members

A. Chapel Garden

The committee advises that Jenne Holmes is not finished with the planting and she looks forward to continuing in the Spring. The Trustees are still looking for additional volunteers to maintain the chapel garden and the cremation area garden. We discussed adding this site as an Adopt a Spot site and solicit volunteers using this program effort as well.

Unfinished Business

A. Chapel Assessment Report

Since receiving a copy of the Chapel Assessment Report at the last meeting, Mary has discussed with Finance Director Scott Smith about the money that is available for repairs to the Chapel from the Trust Fund. She has learned that there is \$9,500.00 available. Mr. Smith advised seeking funds from matching grants and donations to maximize the use of the \$9,500.00. Any appropriate of Trust Funds for project work or for matching grant funds must be approved by the City Council.

Woody has been speaking with Norm Bevins, who replaced the roof on the Water Treatment Plant. Mr. Bevins has looked at the chapel roof, specifically at the copper flashing. Mr. Bevins also advised that the chapel roof is constructed from Vermont slate in a color known as Unfading Green, which is still available in today's present market.

B. Status of Moose Plate Grant Project (Fence Restoration Work)

Tabled until the next meeting.

C. Italianate Wellhouse Roof

The Director will obtain quotes during the winter months with an eye toward scheduling the repair in the spring. Budget line item for repairs is approximately \$3,900.00. Staff is working with the Trustees on the roofing material specifications.

D. Mowing and Weed Whacking

The Trustees noted that Avenue J.S. needs to be mowed back further than it has been. The Trustees are concerned about losing graves to the overgrowth. Also, the trees in front of the cemetery need pruning.

New Business

A. Talking Tombs Event (Historical Society)

Woody learned from George Poulin that attendance was approximately 180. The event itself was very profitable for the Historical Society.

Miscellaneous

The Trustees will be researching grant opportunities for repairs to the chapel (roof and north wall).

The Trustees are interested to have the Forest Glade Cemetery listed on the NH Register and will be looking into that process, as well.

At the request of the Trustees, Mike will discuss with the City Manager how to distribute the Chapel Assessment Report to the City Council members.

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

Meeting adjourned at 3:19 PM.