

**Cemetery Trustees Meeting Minutes - DRAFT
December 6, 2016**

Attending: (x=attended; a=absent)

Woody Openo, Chairman	x
Atwood, Ray	x
Poulin, Beth	a
Roberge, Margaret	x
Shaw, Mary	x
Michael Bobinsky, Public Works Director	x

Recording: Jennifer Gosselin, Public Works Executive Assistant

Meeting opened at 4:10 PM

Margaret Roberge opened the discussion of this meeting with a general discussion regarding the minutes of the meeting. She is not supportive of having unapproved minutes posted as "draft". She recommends not posting the minutes until they have been approved by the Trustees. Director Michael Bobinsky indicated that he would look into the procedure and adjust the practice to comply with the rest of the committees. Margaret recommended that the Trustees receive the minutes in advance of the meeting and submit any corrections via e-mail. Chairman Woody Openo disagreed with this approach.

Also, Margaret raised a discussion of having the members of the Cemetery Trustees vote on officers at the beginning of each fiscal year. Woody recommended tabling this discussion for a future agenda.

Minutes of the October Meeting

The minutes of the October meeting were approved by a 3-1 vote. The Motion to Approve was made by Mary Shaw and seconded by Ray Atwood. Margaret Roberge abstained.

Director of Public Works' Report

The Director's Report is attached hereto and incorporated herein by reference with the notation to Paragraph 1 that the contractors used for the burials as reported were Tom Duffy and Wayne McKay, respectively.

Unfinished Business

- 1.) Italianate Wellhouse Repair/Painting – Larry Veilleux is unable to perform the necessary repairs due to his workload. He can accommodate us in the Spring, if we are still interested. At present, there is a hole in the roof. Margaret asked whether a temporary cover could be installed for the winter.

- 2.) National Register Nomination Grant – This item was discussed in Paragraph 2 of the attached Director’s Report. Woody confirmed that in early 2017 he would be in touch with Peter Michaud about grant funding. Margaret asked that Woody advise the Trustees of the outcome of his efforts.
- 3.) Stone Repair – Mike Bobinsky brought to this committee’s attention that the Attorney General has indicated that no public funds may be expended on stone repair, unless they are so allocated for the purpose in advance of the repair.

New Business

- 1) Budgeting – This item was discussed in Paragraph 3 of the attached Director’s Report. It is that time of year to begin thinking about what funding will be needed for the cemetery, upcoming project, maintenance, etc. Mike has made recommendations for the January meeting.
- 2) Chapel Repairs – Ray explained that he would like to see the grant application written up ahead of the National Registry designation so that we are positioned to simply date and file the application upon notification that the designation is in place.
- 3) HDC Workshop – Tim Metivier alerted Woody to this upcoming workshop (February 22, 2017) put on by the Somersworth Historic District Commission. The Trustees have been invited to attend and the Horne Cemetery on Lord’s Court will be discussed.
- 4) Miscellaneous – Woody advises that he will not be in attendance at the January meeting as his family is traveling to Vietnam for the first 2 weeks of the year. Therefore, Mary Shaw will preside as the Chairperson during the January meeting.

Mary asked that Chapter 17 be brought to the next meeting for discussion. She would like to know when it was last revised.

Next meeting scheduled for January 3, 2017 at 4:00 PM.
Meeting adjourned at 5:15 PM.