



Cemetery Commission Meeting Agenda

November 18, 2021, 4:30 PM

MEETING CONDUCTED VIA ZOOM AND
IN PERSON AT 645 PINE ST FRONT CONFERENCE ROOM

When: Nov 18, 2021 04:30 PM Eastern Time (US and Canada)

Topic: Cemetery Commission

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Webinar ID: 831 9467 9472

- I. Approval of Agenda
- II. Approval of Minutes from 9/23/2021 Meeting
- III. Public Forum
- IV. Green Burial Subcommittee Update
- V. Building Projects Update
- VI. Staff/Director Items
- VII. Commissioner Items
- VIII. Adjournment



Cemetery Commission Meeting Minutes

Meeting Date: Thursday, November 18, 2021, 4:30 pm

Commissioners Present: Rita Church, Jennifer Diaz, Nancy Kirby, Mary Wesley

Commissioners Absent: Alexandra Millar

Staff Present: Cindi Wight – BPRW Director, Holli Bushnell – Cemetery Staff

Meeting was called to order at 4:42pm by Jennifer Diaz

I. Approval of the Agenda

Diaz moved to approve the agenda, Mary Wesley seconded, all were in favor

II. Approval of Minutes from 9/23/2021

Diaz moved to approve the minutes, Nancy Kirby seconded, all were in favor

III. Public Forum

Public forum was opened at 4:45pm. As no one from the public was present, the public forum was also closed at 4:45pm

IV. Green Burial Subcommittee update

Wesley provided the commission with an update on the activities of the green burial subcommittee. At the most recent meeting, the group viewed a presentation by Lee Webster who is part of the New Hampshire Funeral Home Alliance and is familiar with a number of green burial options. Following the presentation, the group discussed potential proposed changes to the city ordinances that would address some green burial options. The subcommittee will meet again in November to finalize the proposal and then that proposal will be brought before the full commission, likely in January.

Cindi Wight commended Wesley on her leadership of the group, noting that the subcommittee has a lot of enthusiasm and Wesley has done a great job directing it as well as determining the appropriate steps moving forward.

V. Building Project Update

Wight reported that BPRW is working on an RFP for exterior improvements to the Lakeview office. In the same RFP they plan to address some of the exterior issues at the chapel. Though the chapel work will not include the lighting project under development with the Friends of Lakeview, some of the issues the group has brought to the attention of city staff will be addressed. .

VI. Staff/Director Items

Holli Bushnell informed the commission that Doug Lazarus has continued to reach out in regards to the portrait project he proposed for Lakeview. Sara Katz from BCA was able to provide some additional clarity that indicated that Lazarus could helm the project on his own without city support should the commission approve. The commission decided it was not able to undertake this project in it's current form. Bushnell will inform Lazarus of their decision.



Bushnell also informed the commission of a potential large sale coming up in the near future. While the family has not officially committed to any location, they are seriously considering 3 different spots – 2 in designated large lot areas and 1 in the large south triangle adjacent to sections 5, 6, and 8. Rita Church voiced her concern for this large lot sale, stating that if we continue to sell large lots for mausoleums we set a precedent for allowing more in the future. Bushnell assured her that the 2 of the 3 lots were already in an area designated for larger lots while the third was a specific request of the customer.

VII. Commissioner Items

Church requested that during routine chapel cleaning the trash in the back be emptied. Bushnell agreed to do so. Church also thanked cemetery/city staff for donating the use of the chapel for Don Jackson's upcoming funeral on 12/3/2021.

Kirby asked Bushnell to check with Jeff Shedd to see when he'd like to close the Greenmount drive-in gate for the winter. Bushnell will do so.

VIII. Adjournment

Diaz moved to adjourn the meeting, Kirby seconded, all were in favor. The meeting was adjourned at 5:34pm