

AGENDA
BOARD OF CEMETERY TRUSTEES
MAY 14, 2019

AGENDA ITEM 2
APPROVAL OF MINUTES

MARCH 12, 2019

DRAFT

CITY OF LEBANON
BOARD OF CEMETERY TRUSTEES
Tuesday, March 12, 2019
Department of Public Works-Administration Building
193 Dartmouth College Highway
5:00 p.m.

MEMBERS PRESENT: Susan Painter, David Muzzy, Fran Hanchett, Caitlyn Hauke, Antonio Palazzo

MEMBERS ABSENT: None

OTHERS PRESENT: Judith Bush, Sarah Riley, Lorraine Kelly, Patrick McCarthy

STAFF PRESENT: Kelly Crate – Administrative Services Manager Public Works, James Donison – Public Works Director, Doug Boisvert

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1. CALL TO ORDER:

The meeting was called to order at 5:02 PM by Chair Susan Painter.

2. APPROVAL OF MINUTES:

A. FEBRUARY 19, 2019

Moved by Ms. Hanchett to approve the minutes of the February 19, 2019 Board of Cemetery Trustees meeting as presented in the agenda packet, and as amended. Seconded by Mr. Muzzy.

**The vote was 5-0.*

The minute taker arrived at approximately 5:10 pm and began the audio recording at that time.

3. DISCUSSION ITEMS:

A. GREEN BURIAL DISUCSSION (INFORMATION PREVIOUSLY DISTRIBUTED)

Sarah Riley and Judith Bush, members of the Sustainable Lebanon Committee, and Lorraine Kelly, a member of the Sustainable Lebanon Committee and the Lebanon Energy Advisory Committee, gave a presentation on “green burials”.

Ms. Bush explained that the goal is to conserve land, and there is a movement toward green burials. Funeral homes have been receptive to this movement.

Ms. Kelly stated that she would like to find a sustainable way to care for the dead. Ms. Kelly presented a two-page letter from her to the Board explaining green burials and its benefits.

Discussion ensued as to the benefits and challenges with pursuing green burials, as well as the applicable laws and regulations and the experiences of other communities with green burials, including input from Patrick McCarthy of Ricker Funeral Home.

34 **B. REVIEW AND DISCUSS CEMETERY APPLICATION AND DEED FORMAT**
35 **(INFORMATION PREVIOUSLY DISTRIBUTED)**

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37 Ms. Crate presented a draft cemetery application form and draft cemetery deed format for the Board's
38 review and feedback. The form incorporates comments from the City's legal counsel.

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40 The Board members concurred that the forms look acceptable.

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42 Ms. Crate noted that the forms do not require approval by the City Council.

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44 **4. OTHER BUSINESS:**

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46 Ms. Crate presented the final version of the Board's By-Laws, and noted that any future amendments to
47 the By-Laws would need to follow the two-meeting approval process as set forth therein.

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49 **A. FUTURE AGENDA ITEMS:**

50 **Continue Green Burial Discussion**

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53 The Board discussed whether green burials are practical and feasible for Lebanon, and whether City Code
54 Chapter 46 would need to be amended to allow them. Mr. McCarthy encouraged the Board to also
55 research other options for burial space such as a columbarium. The Board agreed to include other options
56 for burial space as a future agenda item.

57 **West Lebanon Cemetery (school traffic)**

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60 The Board discussed the problems caused by parents driving all the way through the cemetery,
61 particularly during mud season, and options to prevent this. As a first step, the Board agreed to write a
62 letter to the school to ask them to encourage parents to avoid driving through the cemetery.

63 **Long Term Agreements**

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66 Chair Painter asked that the long-term tomb agreements appear as a future agenda item since the Board
67 has never seen what these look like, and that it would be helpful to see an existing long term agreement as
68 a sample.

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70 **5. ADJOURNMENT.**

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72 *Mr. Muzzy MOVED for adjournment. Seconded by Ms. Hanchett.*
73 **The MOTION passed unanimously, 5-0.*

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75 The meeting was adjourned at 6:32 PM.

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77 *Respectfully Submitted,*
78 *Tim Corwin*
79 *Recording Secretary*