



MINUTES OF THE MAYOR'S BLUE RIBBON CEMETERY COMMITTEE

Friday October 8, 2021 2:00 p.m.

Meeting held in person at the Portsmouth Senior Activity Center
125 Cottage Street, Portsmouth NH

Members Present (in-person): Councilor Esther Kennedy, co-chairs Susan Sterry and Diedre Forte, Sherry H. Brandsema, Karen L. Bouffard, Sue Polidura, Chris Benecick, Stephanie Pagliaro, and Mike Griffin

Members Present (by Zoom): Kerry Rubinskin and Stephanie Pagliaro joined after technical issues resolved

Staff Present: Suzanne M. Woodland, Acting Deputy City Manager/Deputy City Attorney (in-person)
Peter Rice, Director of Public Works (in-person)
Stephanie Secord, Public Information Officer (by Zoom)

- I. Call to Order at 2:10 p.m. due to technical difficulties.
- II. Roll Call of the Members as noted above. Notice was provided that Ramona Charland has resigned due to other commitments.
- III. Minutes of the meeting of September 21, 2021 were approved unanimously.
- IV. Committee Organization
 - a) Reminder of recording and posting of meeting to City website.
 - b) Minutes will be taken, Suzanne agreed to take minutes when present.
 - c) Reviewed public meeting and right-to-know obligations.

V. Goal Setting

- a) The Committee developed a mission statement as follows:

To restore, preserve, and safeguard Portsmouth's historic cemeteries and their history for future generations.

Motion by Councilor Kennedy to adopt the mission statement, seconded by Karen Bouffard and all concurred.

- b) Discussion regarding short term goals including
 - Having members read up on some of the available information on Portsmouth's historic cemeteries and historic preservation generally (handouts provided by co-chairs and reference to material available on the City's website);

- Creating better mapping of the historic cemeteries with discussion of how some of the information has been partially assembled by GIS Coordinator Jamie McCarty and there will be follow up by Deirdre Forte on that point;
 - Learning more about the work done at St. John's Church and reaching out to the volunteer who helped oversee that work;
 - Chris Benecick offered to do additional research to determine which cemeteries could be eligible for registration or designation as historic cemeteries and funding opportunities;
 - DPW Director to follow up with DPW staff regarding certain landscaping issues.
- c) Discussion of longer term goals:
- Updating the master plan for the hardscape elements, this would include getting proposals or issuing a request for proposals; and
 - Identifying someone to help train volunteers to conduct certain restoration work.

VI. Next Meeting and Adjournment

November 4, 2021 at 4 p.m. was identified as the next meeting date.

Motion made by Councilor Kennedy to adjourn, Seconded by Diedre Forte, all in favor. Meeting adjourned at 3:010 PM.

Minutes prepared by Suzanne Woodland
Approved at November 4, 2021 meeting