



CEMETERY COMMITTEE

Meeting Notes No Quorum of Members Present in Person

Thursday, September 22, 2022, 4:00 p.m.
Planning Board Conference Room
1 Junkins Avenue
Portsmouth, NH 03801

Members Present: Susan Sterry, Co-Chair; Deirdre Forte, Co-Chair, Sue Polidura; Michael Griffin, Kerry Rubinstein; and Donald Margeson
Eva Boice by Zoom

Staff Present: Suzanne M. Woodland, Deputy City Manager/Deputy City Attorney (DCM)

1. Call to order at 4:02 p.m.
2. Roll Call of the Members as noted above. No quorum being physically present, no action was taken.
3. Discussion of Capital Improvement Plan submission for 2023-24

Susan Sterry provided a recap of potential projects to be requested as part of the CIP process.

- Repair and straightening of headstones in Union and North Cemeteries
- Repair wrought iron fencing at Union Cemetery
- Old Hall Cemetery clean-up/tree cutting
- Improve/Repair the gate at Point-of-Graves
- Wall and perimeter improvements at Cotton Cemetery including stone façade of vault and doors.
- Point of Graves geotechnical exploration could be separate request unless public works would support beginning the work this fiscal year with currently available funds.

Discussion also included review of grant monies applied for and possible future grant requests.

Headstone Cleaning scheduled for Cotton Cemetery next as year as part of a "400 for the 400th Anniversary" campaign (thus no need to include this in CIP).

Discussion of CIP process, timing and input opportunities such as public hearings and what the Cemetery Committee might develop as a Citizen request form to submit.

Co-Chair Sterry will prepare a request for CIP process and submit by deadline and review with committee at next meeting.

Sue Polidura asked about volunteers getting trained to fix headstones so that there could be cost-savings.

Other agenda items deferred to future meeting.

Adjournment at 5:15 p.m.

Notes prepared by: Suzanne Woodland, Deputy City Manager / Deputy City Attorney
Approved at October 6, 2022 meeting