

**DOVER CEMETERY COMMISSION**  
**Meeting Minutes - March 23, 2021**

At 4:09 PM Chair Mariah Riess called the meeting to order with members Peg Crowley and Carol Jackman present.

**Citizens' Comments – None**

**1.1 Approval of Meeting Minutes**

The meeting minutes from January 26, 2021, were reviewed as distributed and on a motion by Peg Crowley, seconded by Mariah Riess, were approved by a unanimous vote.

**1.2 Warrants**

Warrants were signed by Mariah Riess and Peg Crowley for the month.

**1.3 Deeds for Signing**

None were presented.

**1.4 Monument Applications for Review**

No applications were received.

**1.5 Fence Repairs**

The Selectboard will meet this week and our request for payment of the repair from the George Chickering Cemetery and Park Trust Fund is on the agenda.

**1.6 Monument Cleaning**

We discussed the interest that Geoff Sauter has regarding the cleaning of his family headstones in the older part for the cemetery. Mr. Sauter also thought it might be interesting to see about the cost of cleaning other headstones that would be at the Towns expense. It was the decision of the board that we need to do more research into liability and contacting relatives, if possible. Peg offered to contact Mr. Sauter to inform him of our discussion.

**1.7 American Flags**

A citizen requested she would like to see the Flags left up year round. Carol noted that it was against Flag code to leave them up without having a light shine on each one in the evening and that the flags would not be in good condition due to winter conditions if it was done.

**1.8 Summer Help**

The ad for summer help was being prepared by Kate O'Brien and would be posted shortly. Mariah suggested posting on Next Door and Norfolk Aggie as well as the local paper. Peg asked if Rusty reviews the applications and it was noted that he does.

### **1.9 Updating of Lot Owners**

Peg asked how this process worked and it was explained that if a family contacts Rusty he requests them to update the records. Carol explained the process to do this is to send a letter to the Commissioners noting the change and it is recommended to send the original deed to the Town so there can be a reissued deed with the current information. The letter requesting the change gets filed with the original deed. The purpose of requesting the original deed along with the letter is to confirm that the member requesting the change has the authority to do so and in the event the original deed is not available it gives family members an opportunity to have current information regarding the location of ownership.

### **1.10 Chairman's Comments**

Mariah requested to speak at the end of the meeting to announce that with family commitments she is unable to remain as Chairman of the Commission. She stated that she would still oversee the Meditation Garden and interviewing of summer help, but she feels she cannot give her full attention to Chairmanship. Carol nominated Peg as Chairman, seconded by Mariah. Upon Peg's acceptance a vote was taken and it was unanimous that Peg would be the Chairman.

It was also noted that Peg would be on vacation April 10<sup>th</sup> through the 25<sup>th</sup> and that Carol would be on vacation April 17<sup>th</sup> through the 25<sup>th</sup>.

### **Adjournment of regular meeting**

At 5:00 PM, Peg moved to adjourn, seconded by Carol; it was unanimously approved. Next meeting April 27, 2021.