

# **Claremont Policy Committee**

## **Meeting Minutes**

March 17, 2016

### **I. Call to order**

Victor Bergeron called to order the regular meeting of the Claremont Policy Committee at 6:00p on March 17, 2016 at Claremont Savings Bank Community Center.

### **II. Roll call**

Victor Bergeron conducted a roll call. The following persons were present: Victor Bergeron, Scott Pope, and Abigail Carman.

Guests: Scott Sweet, Norma Limoges, and Theodore Wadleigh

### **III. New business**

- Article III of the Claremont Code of Ordinances, Cemeteries, was reviewed by committee and guests as noted below.
  - Section 16-78
    - 8 – Group discussed possibility of including addition about providing bags for animal clean up. Group decided to leave wording as is.
    - 11 – Group discussed adding specific hours of “operations” however decided to leave working as is.
  - Section 16-79
    - A and D seem to be duplicates, decided to combine.
    - A and D – discussed addition of wording specifying all motorized vehicles with the exception of when medically necessary.
    - The question arose of why West Claremont Burial Grounds were not subject to regulations. It was decided that this questions would be posed to Jane.
  - Section 16-80
    - D – Discussed needing to provide information on lot sizes for each cemetery. Norma to provide lot sizes and variations to be included.

- D – Group also discussed Mt. View’s section X. We will update information to state that indigent sites will be located at Mt. View in section X, and that no markers or head stones are allowed in this section.
- Section 16-81
  - A- Group discussed need to update and remove “Lots within the West Claremont Burying Ground shall not be sol until the necessity for use arises” as this is no longer true.
  - B- Group discussed need to update last sentence of section from “City Manager” to “Superintendent of Cemeteries.”
  - C- Group discussed need to update “Copies of deeds conveyed for the lot purchase shall be recorded by the city treasurer” should be changed to “recorded by the Department of Public Works.”
  - D- Group discussed need to update “City treasurer” to “Department of Public Works.”
  - F- Group discussed changing this section to something like “Fees and charges are set and approved by the City Council; they are public knowledge and available at...”
- Section 16-82
  - D- Group discussed whether or not addition should be made to specify any structure. Group decided addition of something similar to “No structures or obstructions to maintenance and safety shall be permitted under any circumstances.
  - Discussed adding a section noting “Any circumstance not specified here must be pre-approved by the Superintendent of Cemeteries.”
  - E- Group discussed adding a specification noting each lot can contain one headstone, one bench used as a headstone, or a bench and a marker.
- Section 16-83
  - C- Group discussed removing “In case circumstances are such that burial cannot be made, temporary interment shall be in the cemetery vault. Temporary interment will be available for local funeral directors

on a first come first serve basis due to limited space. Permanent interments must be made by May 15.” as it is no longer correct.

- E- Group discussed needed correction, removing “Both” as well as “And the city manager” from this section, as it is no longer valid.
- G- Remove entire section as this is no longer the process.
- Section 16-84
  - B- Group discussed need to change “city treasurer” to “purchase from Public Works Department” as that is the correct process.
  - C- Group discussed need to change “city treasurer” to “Public Works Department” as that is the correct process.
  - D- Group discussed need to remove “walls” from this section as walls are not allowed.
- Article I of the Claremont Code of Ordinances, Section 8-1 Alcoholic Beverages, and Citizen Michael Charest’s request for review was briefly evaluated by committee.
  - Email from Citizen was reviewed by committee members and was deemed to seem to have merit in request.
    - Group discussed whether or not it should be specified in ordinance that alcohol would need to be administered by licensed distributor.
  - Victor Bergeron and Scott Pope will meet with Police Chief to review request and get insight into possible impact.
    - This Ordinance will be tabled pending meeting with Police Chief.

#### **IV. Adjournment**

Victor Bergeron adjourned the meeting at 7:26p.

Minutes submitted by: Abigail Carman

Minutes approved by: [Name]