

**CITY OF PORTSMOUTH, NEW HAMPSHIRE  
COMMITTEE FOR CEMETERIES**



**PUBLIC MEETING NOTICE  
THURSDAY, JUNE 5, 2025 at 4:00 P.M.  
CITY HALL – CONFERENCE ROOM A  
1 JUNKINS AVENUE, PORTSMOUTH, NH 03801**

***Members of the public also have the option to join the meeting over Zoom  
(See below for pre-registration details)\****

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**AGENDA**

1. Call to Order and Roll Call
2. Approval of the Minutes of the May 1, 2025 Cemetery Committee Meeting
3. Grave rubbings request update
4. Service with Liberty update
5. Headstone straightening update
6. Dinah Chase Whipple event update
7. Point of Graves wall update
8. Point of Graves headstone cleaning
9. Other Business
10. Public Comment
11. Adjournment

***\*Register in advance for this meeting:***

When: June 5, 2025 04:00 PM Eastern Time (US and Canada)

Register in advance for this meeting:

<https://us06web.zoom.us/meeting/register/TpjEBbQgSMSqBO7qdOhESA>

After registering, you will receive a confirmation email containing information about joining the meeting.



## CEMETERY COMMITTEE

**Meeting Minutes**  
**May 1, 2025 at 4:00 p.m.**  
**Conference Room A**  
**Portsmouth City Hall**  
**1 Junkins Avenue, Portsmouth, NH**

Members Present: Co-Chair Dee Forte (Forte); Steve Buzzell (Buzzell); Michael Griffin (Griffin); Peter Splaine (Splaine); and Sue Polidura (Polidura)

Members Present via Zoom: Celeste Brooks (Brooks)

Staff Present: Suzanne Woodland, Deputy City Manager/Regulatory Counsel

Members Absent: Duncan MacCallum (MacCallum)(excused)

Public Attendees: None

1. **Call to Order and Roll Call:** Meeting called to order at 4:00 p.m. and roll call of the members was taken and as noted above.
2. **Minutes: Motion** by Splaine to approve the minutes of April 3, 2025 Cemetery Committee minutes. Griffin seconded the motion. All in favor, the motion was approved.
3. **Request to Conduct Grave Rubbings:** The Committee discussed the request of Betty-Jo Henley of North Conway, NH to conduct grave rubbings. There was general interest in recommending the request subject to more information and oversight. **Motion** by Polidura to have Forte follow up with the requester with additional questions. Griffin seconded. All in favor, the motion was approved.
4. **Update on Headstone Straightening:** Buzzell gave an update on headstone straightening and described the City's acquisition of equipment to assist that process.
5. **Other Business:**

Forte reminded the Committee of the Serve with Liberty day of Service later in May.

Polidura discussed the upcoming 250<sup>th</sup> anniversary of the Battle of Bunker Hill and identified the Portsmouth residents who served and are buried here.

6. **Public Comment:** None.
7. **Adjournment: Motion** by Griffin to adjourn the meeting. Seconded by Buzzell. All in favor, the motion was approved. Meeting adjourned at 4:40 p.m.

The next meeting is scheduled for Thursday, June 5, 2025 at 4:00 p.m. in Conference Room A.

Draft Minutes prepared by:  
Suzanne M. Woodland

Minutes Approved: \_\_\_\_\_

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