

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



**THURSDAY, APRIL 2, 2026, 4 pm
City Hall Conference Room A
1 Junkins Avenue, Portsmouth NH**

Zoom recording: https://www.youtube.com/watch?v=yp60VB8J_Ak

MINUTES

1. Call to order and Roll Call

Attending: DeeDee Forte, chair (via Zoom), Celeste Brooks, Peter Splaine, Steve Buzzell, Bridget Buzzell, Michael Griffin, Sue Polidura, Tara Rix (via Zoom), Staff: Corin Hollowell, Stephanie Seacord. Guest John Chagnon.

2. Approved February 5th meeting minutes on a motion by Brooks, seconded by Griffin.
3. Review Project List – Dee Forte reported the project list is intended to help the Committee track work completed and still to be done. It is formatted as a spreadsheet to be continuously updated. Seacord will meet with Griffin and Chagnon to draft the sign for the City and private cemeteries on South Street.
4. Update on Point of Graves Wall – Corin Hollowell – City has hired Terrence Parker, Terra Firma Landscape to prepare a design for the wall replacement. He will have renderings and estimates for the May 7 meeting and to meet with the donor.
5. Click 'n Fix – Dee Forte reported that residents can now report damage in the historic cemeteries via the Click 'n Fix system. This automatically assigns a work order which will allow Hollowell to discuss the project with the committee; but some projects make take longer and need to be moved from Click 'n Fix to other DPW tracking. The broken Neale headstone is being researched by Polidura.
6. Liberty Mutual “Serve with Liberty” Days (5/8 & 5/15) – Suzanne Woodward prepared a letter detailing the work donation for the City Council at April 6 meeting packet. The two groups will work on fence painting in North Cemetery, weather permitting (with the temperature above 50 F). In the case of rain, they would clean headstones. Hollowell will supply the A-frame signs “Restoration in progress” to place on-site the days of the work.
7. Rack Card Update – Stephanie Seacord presented a revised version of the rack card design. Brooks suggested reorienting the map so it could be enlarged to show more street names. Seacord agreed to make that change and send the revised version to the Committee for proofreading.
8. Woodbury Langdon plaque installation – Dee Forte discussed the placement of the plaque with DAR. She and Corin will meet to review the location so it can be installed by DAR’s deadline of June 10, 2026.
9. Other Business –
 - Brooks discussed the Portsmouth High School volunteers program with an English teacher there who suggested students might be interested in headstone cleaning on designated days after school or Saturdays.
 - Committee discussed opportunities for the Committee to point out the graves of Revolutionary War soldiers/veterans in America 250th events, e.g.

Memorial Day Parade stopping at the Logan's Orders monument, Flag Day (June 14) and New Hampshire's Birthday (June 21). Strawberry Banke and the Portsmouth Historical Society are partnering on "Revolutionary Portsmouth" and might be interested in doing historical cemetery walking tours again (Whipple in North Cemetery, etc.) Forte will followup with Emma Stratton at Portsmouth Historical.

10. Public Comment – none.

11. Adjourned at 4:35 pm on a motion by Brooks, seconded by Splaine.

Next meeting: Thursday, May 7 at 4 pm.