



**State of New Hampshire**  

---

**OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION**  
**DIVISION OF LICENSING AND BOARD ADMINISTRATION**  
**Board of Registration of Funeral Directors and Embalmers**  
7 Eagle Square, Concord, NH 03301-2412  
Phone: 603-271-2152

**PUBLIC MINUTES**  
**April 13, 2022**

---

The regular meeting of the State Board of Registration of Funeral Directors and Embalmers was called to order at 3:30 pm at 7 Eagle Square, Concord, NH. Members present included; Vincent A. Baiocchetti III (Chairman), Timothy P. Kenney, Eric P. Rochette, Susan J. Hopkins, and Daniel B. Stockbridge

On a motion made by Vincent A. Baiocchetti and seconded by Timothy P. Kenney, the Board approved the regular meeting minutes of March 9, 2022 as amended.

**APPLICANTS:**

Mallory Cashin (Connor Healy Funeral Home) - Embalmer Apprentice

Ms. Cashin and her sponsor were present to meet with the Board.

The Board reviewed the apprenticeship application and discussed apprenticeship requirements, laws and rules with Ms. Cashin.

Caroline Coppola (Wilkinson Beane Funeral Home) – Embalmer Apprentice

Ms. Coppola and her sponsor were present to meet with the Board.

The Board reviewed the apprenticeship application and discussed apprenticeship requirements, laws and rules with Ms. Coppola.

On a motion from Vincent A. Baiocchetti, seconded by Susan J. Hopkins, the Board voted to approve the applications above.

**REVIEW APPRENTICE EXTENSION REQUEST(S):**

Bailey Lopez (3<sup>rd</sup> extension)

On a motion from Eric P. Rochette and seconded by Daniel B. Stockbridge, the Board voted to approve the extension of Ms. Lopez’s apprenticeship for one year.

Hanna Goffinet (1<sup>st</sup> extension)

The following request was approved by the Board, contingent upon Ms. Goffinet’s acceptance at an accredited school of mortuary science pursuant to Frl 301.03 (k), on a motion from Susan J. Hopkins and seconded by Timothy P. Kenney.

James Varano (5<sup>th</sup> extension)

An extension request was submitted by Mr. Varano’s sponsor at the meeting and reviewed by the Board during the non-public session. It was determined that Mr. Varano’s apprenticeship has extended past the

5 year period allowed pursuant to Frl 301.06 and Mr. Varano will need to reapply and meet with the Board.

**LICENSES ISSUED:**

- Justin Perrin was issued an Embalmer Apprentice license.
- Timothy McCarthy was issued an Embalmer and Funeral Director license.
- Carli Peaslee was issued an Embalmer and Funeral Director license.

**CONTINUING EDUCATION:**

On a motion from Timothy P. Kenney, seconded by Vincent A. Baiocchetti, the Board voted to approve the following continuing education courses;

- The North Carolina Board of Funeral Service
  - Financing Fundamentals: Business Growth and Acquisitions 8 hours
  - Being a Successful Professional 8 hours
  - Guiding Family Toward Meaning and Healing 8 hours
  - Gaining Respect and Building Trust 8 hours
  - Making Best Impressions 8 hours
  - Mastering the Inquiry Phone Call 8 hours
  - Understanding the New Funeral Consumer 8 hours

On a motion from Eric P. Rochette, seconded by Susan J. Hopkins, the Board voted to deny the following continuing education courses;

- The North Carolina Board of Funeral Service
  - Metal Recycling Post Cremation: Better Outcomes 8 hours

**BOARD BUSINESS:**

Peter Morin provided an update that the Senate Health and Human Services Committee approved amended bill 325:40-B regarding sudden, accidental, or suspicious deaths. Mr. Morin noted interest in potentially discussing the rules process with the Board in the future, to include handling contagious and infectious bodies.

Mr. Morin would also like to discuss reexamining licensing, with a potential for another license category in order to attract a more skilled audience, such as a separate funeral director license for individuals that are not interested in embalming.

The Board reviewed the Fiscal Impact Statement and Initial Proposal and noted that written exams are not included in the rule. The Board requested that the Board Administrator inquire with the OPLC Executive Director and provide a list all of the inspections and exams that have been proctored during this fiscal year.

The Board reviewed proposed Standing Order on Failed or Returned Licensee Fee Payments. The Board voted to accept the standing order as written, on a motion by Timothy P. Kenney and seconded by Daniel B. Stockbridge.

**NON-PUBLIC SESSION:**

At 4:10 pm, on a motion by Vincent A. Baiocchetti, seconded by Susan J. Hopkins and by a unanimous

roll call vote the board voted to enter non-public session for the purpose of discussing investigations of alleged licensee misconduct and other confidential board business and noting that such a non-public session is authorized by RSA 91-A:3, II (c), RSA 91-A:3, II (e), RSA 91-A:5, IV, RSA 325:33, I, RSA 325:34, VI, and the board's executive and deliberative privileges. The Board returned to Public Session at 4:56 p.m.

At 4:57 p.m., on motion by Vincent A. Baiocchetti, seconded by Susan J. Hopkins the Board voted to seal and withhold the minutes of the non-public session from public disclosure pursuant to RSA 91-A:3, III on the grounds that public disclosure would be likely to affect adversely the reputation of a person other than a board member and/or to render the proposed action ineffective is not subject to public disclosure pursuant to RSA 325:33, I, RSA 325:34, VI.

The meeting adjourned at 5:09 p.m.