

MINUTES

STATE OF NEW HAMPSHIRE BOARD OF REGISTRATION OF FUNERAL DIRECTORS AND EMBALMERS

The regular meeting of the State Board of Registration of Funeral Directors and Embalmers was called to order on September 11, 2019 at 3:36 pm at 121 South Fruit Street, Concord, New Hampshire. Members present include Timothy P. Kenney (Chairman), Susan J. Hopkins, Eric P. Rochette, Vincent A. Baiocchetti III and Daniel B. Stockbridge.

On a motion made by Timothy P. Kenney and seconded by Vincent A. Baiocchetti III the board approved the regular meeting minutes of July 10, 2019 and August 14, 2019.

Motion to commence non-public session:

At 4:20 pm, on a motion made by Timothy P. Kenney seconded by Eric P. Rochette 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. Each member recorded his or her vote on the motion, which passed by unanimous poll vote of all members present and included all members listed above.

Motion to return to public session:

At 5:34 pm, on a motion made by Timothy P. Kenney seconded by Eric P. Rochette the board voted to return to public session and withhold the minutes of the preceding 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.

Actions authorized during non-public session: On a motion made by Timothy P. Kenney seconded by Eric P. Rochette and vote was unanimous.

I. WRITTEN EXAMINATION:

GRAVES, Chelsea A. (Zis-Sweeney & St. Laurent Funeral Home)

II. PRACTICAL EXAMINATION(S):

MCCARTHY, Timothy (Mayhew Funeral Home) – Tabled

III. REQUESTS FOR APPRENTICESHIP EXTENSION:

COOPER, Richard W. (Remick & Gendron Funeral Home)

KELLY, Emma G. (Goodwin Funeral Home)

IV. APPRENTICESHIP SPONSOR CHANGES:

LEBLANC, Rebecca N. (Peabody Funeral Homes) – add co-sponsor Erik E. Peabody

V. FUNERAL HOME & CREMATORY INSPECTIONS:

The Board reviewed a letter from Marc L. Hebbelinck (Funeral Service of New Hampshire Inc.) concerning the purchase of Goundrey Dewhirst Funeral Home, Salem, NH on August 23, 2019. Daniel B. Stockbridge will inspect.

Tabled - Roberge Funeral Home (Somersworth) completed 3/28/19 by Daniel S. Stockbridge

Passed - Pelham Funeral Home (Pelham) completed 04/12/19 by Susan J. Hopkins and Vincent A. Baiocchetti III

Passed – Carrier Family Funeral Home (Windham) completed 9/5/19 by Eric P. Rochette

Passed – Arborside Crematory (Windham) completed 9/5/19 by Eric P. Rochette

Passed – Connor-Healy Funeral Home (Manchester) completed 9/3/19 by Susan J. Hopkins

Tabled – R.M. Edgerly & Son Funeral Home (Rochester) completed 9/10/19 by Daniel B. Stockbridge

VI. CONTINUING EDUCATION APPROVED:

Massachusetts Funeral Directors Association (1 hour) for a program entitled “OSHA Training for Funeral Professionals” to be held October 2, 2019 and other dates to be announced.

FuneralCE for a home study course entitled “Cremation Prearrangement Conference Best Practices” (2 hours).

New Hampshire Funeral Directors Association 2020 Annual Meeting (6 hours) to be held January 11, 2020 in Meredith, NH.

- Cremation Yesterday, Today and Tomorrow – Change Equals Opportunity 2 hours
- If It’s Not in Writing, It Didn’t Happen – The Importance of Having Proper Paperwork 1 hour
- Why Funeral Directors Should Care About 3 Big Changes in Grief Counseling: Practical Applications for Exceptional Funeral Service 1 hour
- Why Funeral Directors Must Be Grief Experts in their Communities 1 hour
- NHFDA Business Meeting 1 hour

Paul-Michael T. McKenna (4 hours) for attending the 2019 New York State Funeral Directors Association Annual Convention held August 18-21, 2019 in Saratoga Springs, NY.

On a motion made by Timothy P. Kenney seconded by Vincent A. Baiocchetti III the board adjourned at 5:41 pm.

Minutes respectfully submitted by Susan M. Russell, Board Administrator.