

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 October 9, 2019 at 4:17 pm at 121 South Fruit Street, Concord, New Hampshire. Members present include Timothy P. Kenney (Chairman), Susan J. Hopkins, Vincent A. Baiocchetti III and Daniel B. Stockbridge. Eric P. Rochette was absent.

On a motion made by Vincent A. Baiocchetti III and seconded by Susan J. Hopkins the board approved the regular meeting minutes of September 11, 2019.

The following individual met with the board to discuss their application for apprentice embalmer license.

Andrea J. Travers and her sponsor Robert A. McIntosh Jr. (Davis Funeral Home)

Motion to commence non-public session:

At 4:30 pm, on a motion made by Timothy P. Kenney 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. 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 5:30 pm, on a motion made by Timothy P. Kenney seconded by Susan J. Hopkins 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 Susan J. Hopkins and vote was unanimous.

I. PRACTICAL EXAMINATION(S):

MCCARTHY, Timothy (Mayhew Funeral Home) – Tabled

II. APPRENTICE EMBALMER APPLICATION(S):

TRAVERS, Andrea J. (Davis Funeral Home)

III. REQUESTS FOR APPRENTICESHIP EXTENSION:

SPIRITOS, Aaron J. (Phaneuf Funeral Homes & Crematorium)

NISKALA, Ellen M. (Cremation Society of New Hampshire)

IV. FUNERAL HOME & CREMATORY INSPECTIONS:

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

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

Passed - Goundrey Dewhirst Funeral Home (Salem) completed 9/13/19 by Daniel S. Stockbridge

Passed - Jenkins & Newman Funeral Home (Colebrook) completed 9/30/19 by Vincent A. Baiocchetti III

Passed - Ross Funeral Home (Littleton & Whitefield) completed 9/30/19 by Vincent A. Baiocchetti III

Passed - Southern New Hampshire Crematory (Derry) completed 10/1/19 by Susan J. Hopkins

Passed - Farrell Funeral Home (Portsmouth) completed 10/3/19 by Daniel B. Stockbridge

Tabled – Goodwin Funeral Home (Manchester) completed 10/8/19 by Timothy P. Kenney

Passed – Brewitt Crematory (Epping) completed 10/4/19 by Timothy P. Kenney

V. CONTINUING EDUCATION APPROVED:

National Funeral Directors Association (1 hour) for a webinar entitled “Tips and Tricks for OSHA Compliance” to be held November 14, 2019.

International Cemetery, Cremation and Funeral Association (14 hours) for a webcast entitled “2019 Crematory Operator & Cremation Arranger Certification” to be December 11 & 12, 2019.

On a motion made by Timothy P. Kenney seconded by Susan J. Hopkins the board adjourned at 5:40 pm.

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