

## 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 April 14, 2021 at 3:34 pm electronically via Zoom. Members present include Timothy P. Kenney (Chairman), Susan J. Hopkins, Eric P. Rochette and Vincent A. Baiocchetti III. Daniel B. Stockbridge was absent.

On a motion made by Timothy P. Kenney and seconded by Vincent A. Baiocchetti III the board approved the regular meeting minutes of March 10, 2021.

The following individual(s) met, via Zoom, with the board to discuss their application for licensure.

- Brittanie Coyle and her sponsor Jerelyn Serra (McHugh Funeral Home).
- Hanna J. Goffinet and her sponsor Judith Creteau (J. Verne Wood Funeral Home).
- Jacob P. Godfrey and his sponsor Devan B. Baker (Carrier Family Funeral Home).
- Kelley K. Molloy and her sponsor Roger L. Gosselin (Phaneuf Funeral Homes & Crematorium).
- Douglas R. Bibber (Bibber Funeral Home) to discuss his Embalmer application.
- John J. Dillen to discuss his Embalmer application.
- Robert C. Dewhirst (Goundrey & Dewhirst Funeral Home) to discuss his Embalmer application.

#### Motion to commence non-public session:

At 5:12 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 6:01 pm, on a motion made by Timothy P. Kenney seconded by Vincent A. Baiocchetti III 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 Vincent A. Baiocchetti III and vote was unanimous.

I. WRITTEN EXAMINATION(S):

GAGNE, Ricky (Phaneuf Funeral Homes & Crematorium)

HAYNES, Andrew O (Brookside Chapel & Funeral Home)

II. APPRENTICE EMBALMER APPLICATION(S):

COYLE, Brittanie (McHugh Funeral Home)

GOFFINET, Hanna J. (J. Verne Wood Funeral Home)

GODFREY, Jacob P. (Carrier Family Funeral Home)

MOLLOY, Kelley K. (Phaneuf Funeral Homes & Crematorium) – 6 months

III. EMBALMER APPLICATION(S):

BIBBER, Douglas R. (Bibber Funeral Home, Maine)

GRIFFIN, Michaela R. (Michaud Funeral Home)

DILLEN, John J.

DEWHIRST, Robert C. (Goundrey & Dewhirst Funeral Home) - Tabled

IV. FUNERAL HOME & CREMATORY INSPECTIONS:

Passed - Furber and White Funeral Home (North Conway) completed 02/25/21 by Timothy P. Kenney

Passed - Chadwick Funeral and Cremation Services (New London) completed 3/23/21 by Vinnie Baiocchetti

Passed - Newton-Bartlett Funeral Home (Newport) completed 3/23/21 by Vinnie Baiocchetti

Passed - Sugar River Crematory (Newport) completed 3/23/21 by Vinnie Baiocchetti

Passed - Bennett Funeral Home (Concord) completed 4/2/21 by Vinnie Baiocchetti

Passed - French & Rising Funeral Home (Goffstown) completed 4/7/21 by Vinnie Baiocchetti

Passed - Cheshire Family Funeral Home (West Swanzey & Keene) completed 4/12/21 by Vinnie

Baiocchetti

Passed - Cheshire Family Crematory (Troy) completed 4/12/21 by Vinnie Baiocchetti

Passed - Holt-Woodbury Funeral Homes & Cremation Services (Hillsborough & Henniker) completed 4/13/21 by Vinnie Baiocchetti

V. ADMINISTRATIVE RULES

The Board met with Thomas Broderick, Legal Counsel for OPLC to review the comments received at the public hearing held on March 10, 2021. On a motion made by Vincent A. Baiocchetti III seconded by Eric P. Rochette the board unanimously voted to table discussion of the initial proposal amending various sections of FrI 300-800 until all members are in attendance.

VI. CONTINUING EDUCATION APPROVED:

National Funeral Directors Association for a webinar entitled “COVID-19 Prevention Programs and the Top 10 OSHA Violations” (1 hour) to be held May 13, 2021.

International Cemetery, Cremation and Funeral Association for the 2021 ICCFA Virtual Annual Convention & Exposition (15 hours) to be held May 17-21, 2021.

New Hampshire Funeral Directors Association for the following programs to be held at the Summer Meeting (6 hours), June 15-16, 2021 at Hampton Beach, NH.

- FTC Funeral Rule Review 1 hour
- Cremation Liabilities 1 hour
- Right of Disposition 1 hour
- The Impact of the COVID-19 Pandemic on Death Care Workers 1 hour
- Life Forest 2 hours

Tristen McKenna (Cheshire Family Funeral Home) for a program entitled “Retirement Planning Seminar” (7.5 hours) held September 30, 2019 and October 7, 2019 in Framingham, MA.

On a motion made by Timothy P. Kenney seconded by Vincent A. Baiocchetti III the board adjourned at 6:05 pm.

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