

# **PEMBROKE CEMETERY COMMISSION MEETING**

**July 11, 2019**

## **Minutes**

Present: Dan Chase, James Garvin, Ellen Paulsen (chair), V. J. Ranfos. Also present by invitation were Katherine and Matt Roan of Suncook.

1. Chair Ellen Paulsen called the meeting to order at 9:00 a.m. at the Pembroke Public Works conference room.
2. On a motion by Dan Chase, seconded by Ellen Paulsen, the minutes of the meeting of June 13, 2019, were unanimously approved.
3. Chair Ellen Paulsen thanked Katherine and Matt Roan for providing the names of two references who might assist the Commission in evaluating the Town Receiving Tomb at Evergreen Cemetery as an enclosure for a columbarium.
4. The Commission returned to a final discussion of the revisions of Chapter 155, "Cemeteries," of the Town Code. The consensus of the meeting was that we should retain the new citations to sections of RSA Chapter 289, "Cemeteries," which were added to Chapter 155 by Secretary Garvin following the June meeting. These citations demonstrate correspondence between sections of Pembroke Chapter 155 and sections of the state enabling legislation.
5. Matt Roan asked whether Pembroke imposes any limit in the number of cremation burials in a standard four-foot by eight-foot burial space. V. J. Ranfos replied that we limit the number of cremation burials to six, based on the requirement that each cremation burial shall occupy a space of two feet by two feet. Matt suggested that we edit §155-15, "Multiple burials," to state the limit of six cremation burials per standard burial space. The Commission agreed and asked Secretary Garvin to amend §155-15 accordingly.
6. V. J. Ranfos asked whether the Commission wishes to reconsider the requirement under §155-20 that lot owners shall mark the corners of their lots with granite corner bounds set flush with grade level and bearing an initial that identifies the corners of the lot. V. J. noted that in some cases, frost or impacts lift these corner bounds, impeding mowing and creating a hazard. After discussion, the Commission felt that the value of having clear bounds for lot corners outweighs the occasional detriment of bounds that are raised by frost or impacts. The Commission also noted that §155-26 requires that "the licensee shall maintain existing curbing, steps, platforms, fences, corner markers or other architectural features to correct frost or weather damage or displacement and to maintain a good general appearance."

7. Chair Ellen Paulsen reminded the Commission that Mala Tyler of the Pembroke Historical Society asked for permission to hold a cemetery walk in Buck Street Cemetery in the autumn of 2019 as a fundraising event. The event would include approximately six actors who would portray historic figures from Pembroke at their respective gravesites. The Commission discussed the request and approved the proposal with the condition that the walk be held on a Sunday, when there are normally no burials, and that the event should take care not to interfere with any services that may be held in the cemetery on the day of the walk.
8. Chair Ellen Paulsen reported that she has inventoried the contents of the hearse house at Pembroke Street Cemetery and has found that we have five dozen veterans' flags and sixteen aluminum flag holders on hand. Ellen also noted that the building contains four six-foot cast iron fence sections and two cast iron gates.
9. V. J. Ranfos reported that Mark Christi has requested that the grave of his son, Ryan, in Evergreen Cemetery be marked with both a bench and a flat headstone set at grade level. The consensus of the Commission was that the proposed bench should be treated as the headstone.
10. V. J. Ranfos reported that Donna Lewis had called to report that the Josiah Bailey monument at Pembroke Street Cemetery is broken. The stone will be repaired during upcoming monument repairs in the cemetery.
11. A monument in Pembroke Hill Cemetery is off its base. Ellen Paulsen knows the family. New Hampshire Monuments will replace the stone. Ellen may ask relatives if they would like to contribute toward the cost.
12. The Commission reviewed the estimate of \$35,840 for paving the roadways in Evergreen Cemetery submitted on June 24<sup>th</sup> by Billy Gelinas of Advanced Excavation, agreeing that the bid is high but reasonable. Public Works director James Boisvert presented this figure to the Capital Improvements Program (CIP) Committee on behalf of the Cemetery Commission by the deadline of July 5, 2019.
13. Secretary Jim Garvin agreed to distribute his "Timeline of Pembroke Cemeteries" to the Commission and Matt Roan when these minutes are distributed.
14. The Commission agreed that next meeting of the Pembroke Cemetery Commission will be **rescheduled to 7:00 p.m. on Thursday, August 22, 2019, at the Pembroke Public Works office on Exchange Street.**
15. On a motion by Dan Chase, seconded by Jim Garvin, the meeting adjourned at 9:53 a.m. The Commission proceeded to inspect the public cemeteries as reported briefly below.

Respectfully submitted,  
James L. Garvin, Secretary

### **Evergreen Cemetery**

The Commission noted that the hilltop area is underlaid with ledge but that portions of it may be suitable for cremation burials.

Perry Brothers Monument Company has combined with Dignified Cemetery Services to provide a wide range of cemetery services. Matt Roan confirmed that the company supplies a set of four granite corner markers at a cost of \$325, including installation.

The Commission discussed the Ryan Mihill lot, which again is unkempt and decorated with miscellaneous memorabilia.

The Commission inspected the Ryan A. Christie lot, where a bench or flat headstone has been requested (see minutes).

Matt Roan mentioned Donald Fife who maintains Floral Park Cemetery in Pittsfield. Matt may contact Mr. Fife regarding the source of the gates used at Floral Park. Matt later received information that the gates were supplied by Superior Fence of Belmont, N. H.

Matt Roan informed the Commission that Jacobs Engineering did the drawings for the columbarium at the Veterans' Cemetery in Boscawen.

### **Buck Street Cemetery**

The Commission noted damage from an automobile collision to the corner post and curbing of the front wall of the cemetery. We had no record of this damage, which will require repair in the future.

The Commission inspected the area of indigent burials at the back of the cemetery, thanking Matt Roan for his earlier research in the Petit Funeral Home archives on burials in that cemetery. When an area of pine saplings are cleared in the future, the Commission hopes to examine the area with ground-penetrating radar to try to determine the locations and dimensions of unmarked burials.

### **New North Pembroke Cemetery**

The Commission noted that the remaining sugar maple trees in front of the cemetery wall are in decline and will eventually need to be removed. One tree in the row died and was removed several years ago.

### **Old North Pembroke Cemetery**

The Commission inspected the wooden gate, which was contributed by the Paulsen family. The gate is a replica of the former gate, which had deteriorated beyond use. The Commission also inspected the cabling of the three-trunk red oak tree at the back of the cemetery, done in 2018 by Collins Tree Service.

**Richardson Cemetery**

This cemetery had a steel pipe fence comparable to that of New North Pembroke Cemetery. Only remnants of the fence survive. Stubs of broken fence posts, set in granite footings, were sawn off by Public Works some years ago to prevent injury to visitors.

**Pembroke Hill Cemetery**

The Commission discussed marking out the remaining ranges of lots at the back of the cemetery.

**Pembroke Street Cemetery**

The Commission inspected an old sugar maple tree beside the stone wall at Dr. Vega's property line. The tree is hollow and there is an opening through the trunk at one or more knotholes.

The Commission noted a broken marble monument in the Kimball lot at the back of the cemetery. Slightly farther to the north, a double marble stone is damaged in the Brickett lot.

The Commission inspected the stone boundary wall that is adjacent to the lot used as a private cemetery by the Whittemore family. Several split granite coping stones have fallen off the fieldstone wall. The Commission discussed various possible access routes for the machinery that would be needed to lift and re-set the coping stones.

The cemetery inspection ended at 1:10 p.m.