

PEMBROKE CEMETERY COMMISSION MEETING

August 22, 2019

Minutes

Present: Dan Chase, James Garvin, Ellen Paulsen (chair), Fleda Young, V. J. Ranfos.

1. Chair Ellen Paulsen called the meeting to order at 7:05 p.m. at the Pembroke Public Works conference room.
2. On a motion by Fleda Young, seconded by Dan Chase, the minutes of the meeting of July 11, 2019, were unanimously approved.
3. Chair Ellen Paulsen reported that Matt Roan had provided the names of two references who might assist the Commission in evaluating technical matters concerning columbaria.
4. The Commission returned to a final discussion of the revisions of Chapter 155, "Cemeteries," of the Town Code. The discussion focused on a topic that had not been addressed previously: private columbaria, which are placed on individual lots. The principal issue was whether we should revise Chapter 155 to specify allowable sizes of such structures.

After discussion, the Commission proposed to revise Section 155-23 to read:

§155-23 Size of monuments, **headstones, and columbaria.**

For single lots, the total width of standing monuments, **headstones, and columbaria** shall not exceed the width of the lot. The monument base, if any, shall not project more than six (6) inches beyond the monument on any side. For adjacent multiple lots, the total width of the monument, **headstone, or columbarium** shall not exceed the combined width of the lots.

5. The Commission noted that we need to confirm the date with David Jodoin on which Chapter 155 will be on the agenda of the Board of Selectmen for public discussion.
6. Chair Ellen Paulsen reported that she had contacted Mala Tyler of the Pembroke Historical Society and had learned that the Society has canceled its proposed cemetery walk as described in the minutes of the July 11th meeting.
7. Chair Ellen Paulsen reported on the meeting of the Capital Improvements Program (CIP) Committee on August 7th. The Commission submitted a request for the full cost of re-paving the roads in Evergreen Cemetery, as submitted by Advanced Excavating and Paving on June 24, 2019, for the consideration of the CIP Committee. The Commission was reminded that we should develop six-year capital improvement plans and request CIP funding for portions of these plans year by year to avoid spikes in the tax burden as

monitored by the Budget Committee. We should list our proposed improvements to Evergreen Cemetery and other cemeteries and request partial funding for these improvements year by year.

8. The Commission reviewed a list of needed cemetery improvements that was compiled during our walk through the cemeteries on the morning of July 11th and was attached to the minutes of the meeting of July 11th.

The Public Works Department will add the removal of the dying sugar maple trees at New North Pembroke Cemetery to its list of projects when the job can be included in their work schedule.

V. J. Ranfos suggested that Public Works can add the hollow maple in Pembroke Street Cemetery, adjacent to the wall at Dr. Vega's property, in a future request for bids for removal of a group of hazardous trees.

We need to check at a future meeting on whether Dan Chase agreed to assume Dave Richards' responsibilities at Buck Street Cemetery.

New business:

9. V. J. Ranfos reported that ranges of new lots toward the back of Pembroke Hill Cemetery were laid out some years ago in as compact a manner as possible, with the result that the width of these lots is about 3'-4." V. J. is measuring these lots to try to make them workable for vault burials. Future lots beyond these, to the rear boundary of the cemetery, will be laid out with the standard 4'-0" width.
10. V. J. reported that Public Works had removed overgrown bushes and two trees in Buck Street Cemetery and will continue to work to make the cemetery as well-groomed as possible.
11. The next meeting of the Pembroke Cemetery Commission will be at 7:00 p.m. on Thursday, September 12, 2019, at the Pembroke Public Works office on Exchange Street.
12. On a motion by Jim Garvin, seconded by Fleda Young, the meeting adjourned at 7:55 p.m.

Respectfully submitted,
James L. Garvin, Secretary