

PEMBROKE CEMETERY COMMISSION MEETING

May 20, 2020

Minutes

Present: Dan Chase, James Garvin, Fleda Young, V. J. Ranfos.

1. The meeting was called to order at 7:00 p.m. at the Pembroke Public Works office.
2. On a motion by Fleda Young, the minutes of the meeting of October 10, 2019, were unanimously approved.
3. Town administrator David Jodoin has informed the Commission that the Board of Selectmen may decide not to fund the Capital Reserve accounts for this fiscal year and may restrict other expenses and purchases. V. J. Ranfos noted that a general budget for Town Cemeteries is in effect. The Commission will review the line items at a later meeting.
4. V. J. Ranfos reported to the Commission that Dignified Cemetery Services of Concord, the contractor employed by the Town of Pembroke for interments in municipal cemeteries, raised their rates on January 1, 2020. The new Dignified Cemetery Services rates are higher than those presently charged by the Town of Pembroke under Chapters 155 and 160 of the Pembroke Town Code, resulting in a potential deficit to the town for every future burial. Current town rates, new Dignified Cemetery Services rates, and proposed new town rates are as follows:

	<u>Current Town Rates</u>		<u>New Dignified Cemetery Services Rates, Jan. 1, 2020</u>		<u>Proposed new Town Rates</u>
<u>Regular grave openings</u>					
Weekdays	\$450	Weekdays	\$550	Weekdays	\$550
Weekends/holidays	\$550	Saturdays	\$600	Weekends/	
		Sun./holidays	\$700	holidays	\$700
<u>Cremation grave openings</u>					
Weekdays	\$175	Weekdays	\$200	Weekdays	\$200
Weekends/holidays	\$275	Saturdays	\$250	Weekends/	
		Sun./holidays	\$300	holidays	\$300

The Commission discussed the proposed new town rates and unanimously voted to recommend to the Board of Selectmen that the town adopt these rates.

5. The Commission reviewed a communication from Gary Foster regarding the Old French or French-Dearborn Cemetery, which lies off Borough Road within Mr. Foster's property but was

declared an “abandoned burial ground” under the provisions of RSA 289:19-21 on January 6, 2003 and thereby placed under the management of the cemetery trustees.

By letter of May 4, 2020, Mr. Foster stated that “with the town’s permission I will remove all the brush and debris from the cemetery. . . . Repairing the gravestones would be the town’s responsibility; however I would repair the gate.”

The Commission briefly discussed the history of the town’s efforts between 2001 and 2003 to restore the Old French Cemetery. The Commission agreed to accept Mr. Foster’s offer to remove brush and debris from the cemetery and asked Secretary James Garvin to write to Mr. Foster to that effect.

6. V. J. Ranfos reviewed the removal of the large white pine tree at the back of Buck Street Cemetery, which was shading the seeded burial area and dropping a thick carpet of needles on the ground. The contract was awarded to Accurate Tree Service in the fall of 2019. The company’s truck crushed the edge of the asphalt road pavement. The damage has been repaired. When the margin of the road has been seeded and any other necessary landscaping is done, the Public Works Department will remit payment for the job.
7. The Commission discussed the bids that were received for re-paving the roads in Evergreen Cemetery. Town administrator David Jodoin has informed the Commission that the Board of Selectmen may decide not to contract for any paving this year.

The low bidder for the re-paving of the Evergreen Cemetery roads was GMI Asphalt LLC of Belmont, N. H. with a bid of \$16,888.00 The Commission voted to recommend that the town accept the bid of GMI Asphalt in the event that the Board of Selectmen decide to proceed with this job and on the condition that the Selectmen and the Public Works Department agree that this bid conforms to the town’s specifications for the project.

8. V. J. asked for any reports of cemetery damage. Jim Garvin reported that a large granite monument has been partially tipped off its concrete pad in Pembroke Hill Cemetery. Dan Chase mentioned that a monument had evidently been impacted when an automobile accident broke a granite post at the southwestern corner of Buck Street Cemetery.
9. Because of continuing restrictions on group meetings due to the COVID-19 virus, the next meeting of the Pembroke Cemetery Commission will be at the call of the chair.
10. On a motion by Jim Garvin, seconded by Dan Chase, the meeting adjourned at 7:32 p.m.

Respectfully submitted,
James L. Garvin, Secretary