

PEMBROKE CEMETERY COMMISSION MEETING

July 8, 2021

Minutes

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

1. Chair Ellen Paulsen called the meeting to order at 7:00 p.m. at the Pembroke Public Works garage.
2. On a motion by Fleda Young, seconded by V J. Ranfos, the minutes of the meeting of June 10, 2021, were unanimously approved.

New business:

3. Chair Ellen Paulsen reported that Gary Foster, whose land surrounds the Old French Cemetery off Borough Road, had submitted a report on June 29th describing his work in clearing trees, brush, and debris from the cemetery as he had proposed to do by letter of May 4, 2020. Mr. Foster observed that the stumps of the cut hardwood trees are sprouting vigorously. He recommended that the town employ Rick Garland of 766 Borough Road to grind the stumps and prevent future re-sprouting.

Secretary Jim Garvin reported that he had observed Mr. Foster's work in May when he placed flags in the Old French Cemetery. With the approval of the Cemetery Commission as recorded in the minutes of the June Commission meeting, Garvin had mailed a letter of thanks to Mr. Foster, appended to these minutes. This letter was mailed prior to our knowledge of Mr. Foster's report on his work.

Secretary Garvin will inspect the cemetery again and make a list of the fallen, tipped, or broken headstones that might be considered for restoration after further discussion by the Commission.

4. Commission members reviewed suggestions for the Capital Improvement Program (CIP) for 2022. Our requests, with estimated cost figures, should be submitted to town administrator David Jodoin no later than July 16th. V. J. Ranfos is awaiting cost estimates from New Hampshire Monuments for repairs to stones in Pembroke Street Cemetery. V. J. suggested that we may be able to begin such repairs this year, using Capital Reserve funds already available to the Commission.

At present, the Commission's proposed requests for project funds include:

- Removing the three sugar maple trees at the front wall of New North Pembroke Cemetery. V. J. Ranfos has received a bid for this work of **\$4,200.00**.
- Repairs to headstones in Pembroke Street Cemetery. Pending a written bid from N. H. Monuments, these repairs are estimated at **\$4,000**.
- Surveying portions of Buck Street Cemetery with ground-penetrating radar. Based on the cost of limited ground-penetrating radar scanning by Topographix of Hudson, N. H. in 2016, we estimate the cost of scanning the southern portion of Buck Street Cemetery, including the

area of unmarked or poorly marked pauper graves and the area thought to include unmarked graves of soldiers, at **\$2,000**.

- Grinding the stumps at the back of Buck Street Cemetery and the roots and stumps at Pembroke Street Cemetery. V. J. Ranfos has received a bid for this work from Garland Stump Grinding of Borough Road of **\$1,045.00**. *It was suggested that we delete this from our 2022 CIP request and attempt to pay for it from currently available funds.*

The Commission and V. J. Ranfos will refine these figures during the week of July 12th and submit them to Town Administrator David Jodoin by the deadline of July 16th.

Old business:

5. The Commission discussed the need to order new flags for veterans' graves. We presently have only six dozen (half a gross or 72) new flags in reserve. We have only three new cast metal veterans' flag holders. We will try to get updated figures on flags and flag holders from our previous supplier, Jerry's Flag Shop in Providence, R. I., and discuss submitting an order at a future meeting.
6. The revised burial fees, based on a new schedule of charges by Dignified Cemetery Services, were presented at a public hearing on June 24, 2021 and were approved.
7. V. J. Ranfos reported that the Public Works Department has had complaints about unsightly areas of dead grass in some cemeteries, especially Evergreen, Pembroke Hill, and Buck Street. Public Works has applied Scott's GrubEx grub killer and weed killer to some of these areas and may consider re-seeding dead areas by hydroseeding.
8. The Commission considered a draft letter (not sent) to Jackie and Stephanie Wylie of 400 Fourth Range Road regarding the pine trees whose roots are damaging the paved driveway in Pembroke Hill Cemetery. We will continue to consider this problem. V. J. Ranfos noted that the paved surface of this driveway has proved to be important when the town has needed to plow snow for winter burials in this cemetery.
9. The Commission may wish to obtain a cost estimate for full mapping and posting on the town website of all burials in the public cemeteries and add this to our six-year capital improvements plan.
10. The next regular meeting of the Pembroke Cemetery Commission will be held at 7:00 p.m. on Thursday, August 12, 2021, at the Public Works headquarters at 8 Exchange Street in Suncook Village.
11. There being no other business to be brought before the meeting, the meeting was adjourned at 7:50 p.m. on a motion of Jim Garvin, seconded by Fleda Young.

Respectfully submitted,
James L. Garvin, Secretary



TOWN OF PEMBROKE

TOWN HALL • 311 PEMBROKE STREET • PEMBROKE, NH 03275

8 July 2021

Mr. Gary Foster
743 Borough Road
Pembroke, New Hampshire, 03275

Re : Old French Cemetery off Borough Road

Dear Mr. Foster:

The Pembroke Cemetery Commission wishes to offer our thanks for your time and labor in removing the trees, brush, and debris from the Old French Cemetery.

Your work has returned the cemetery to a condition that shows respect and stewardship for the graves of those who are buried there. The Commission is grateful for your offer to improve the condition of the cemetery and for your work in fulfilling your proposal.

As the Commission's budget may allow, we may contact you again regarding potential straightening or repairs to some of the fallen monuments in the cemetery. In the meantime, we thank you for your significant contribution.

Sincerely,

James L. Garvin, Secretary
Pembroke Cemetery Commission