

# PEMBROKE CEMETERY COMMISSION MEETING

May 14, 2015

## Minutes

Present: James Garvin, Donald Hill, V. J. Ranfos, David Richards (chair), Fleda Young.

1. Chairman Richards called the meeting to order at 7:00 p.m. at the Pembroke Town Hall.
2. The minutes of the meeting of April 9, 2015, were approved.
3. Chairman David Richards announced that he had renewed for one more term on the Cemetery Commission, but stated that this will be his last term as chairman. He invited other members to think about their possible willingness to assume that responsibility in the future.
4. Chairman Richards reported that he had tried without success to contact Mr. Griggs about the offer of land to expand Buck Street Cemetery. He will continue to try to talk with Mr. Griggs.
5. The Commission discussed the pending order of metal flag holders to replace the remaining plastic holders, which are now especially concentrated in Buck Street Cemetery. V. J. Ranfos noted that the Cemetery Commission has a 2015 budget of \$2,000 for repairs. Repairs to stones are needed in Buck Street Cemetery and Old North Pembroke Cemetery. These repairs are expected to cost \$700 to \$1,000. Jim Garvin will contact Jerry's Flag Shop in Providence, R. I., to learn what types of metal markers are currently available, and at what price each, and will order a prudent number. The Commission had previously agreed that it would be wise to purchase 20 to 30 holders if we can afford to do so.
6. V. J. Ranfos reported that the town had spent \$700 to re-purchase Lots 13a and 13b in Buck Street Cemetery, formerly owned by Vivian West and no longer needed by the West family.
7. Thus far, there has been no reply to the Commission's letter to the Board of Selectmen requesting that the Selectmen authorize the Public Works Department to establish a uniform fee for providing copies of cemetery deeds and burial licenses.
8. The Commission discussed a letter from licensed forester Ronald Klemarczyk of FORECO Forest Resource Consultants, offering to consult and supervise tree cutting in Evergreen Cemetery on Buck Street (referred to as "Buck Street Cemetery" in the letter). Mr. Klemarczyk suggests that the island of white pine trees above and west of the tombs should be cleared using a Forwarder skidder, and that a log yard should be established at the north side of the cemetery, avoiding the graves at the northwest corner. Establishing

the log yard would involve cutting the white pine trees at the northern boundary of the cemetery and using a standard skidder to draw logs to the yard through the stand of hardwood trees at the western edge of the cemetery. To accomplish this, the abutter to the north, Melissa Francoeur, would be requested to grant a temporary easement to use a portion of her land as a pathway for the skidder in order to avoid the graves at the northwest corner of the cemetery. V. J. Ranfos reported that he has already broached the subject with Ms. Francoeur's husband.

For services in marking trees, seeking three bids, laying out and supervising the cemetery project, and completing all permit applications and paperwork, Mr. Klemarczyk requests a fee of \$40 per hour for an estimated time expenditure of 30 to 40 hours, plus reimbursement for incidentals such as tree marking paint and mileage. He notes that the value of the cut timber should allow the harvest to be done at no cost to the town for the logger's services, and possibly may generate a net payment to the town which could be used to offset his professional forester's fees.

After discussion, the Commission voted unanimously to recommend that the town enter into a contract with FORECO as consulting forester at an approximate cost of \$1,600, contingent upon the provision of a temporary right-of-way from Ms. Francoeur for use of land north of the cemetery.

9. The Commission began to discuss Chapter 155 (Cemeteries) in the Pembroke Town Code, which secretary Jim Garvin had re-typed for editing and revision.

V. J. Ranfos will attempt to use Public Works Net to gather cemetery codes from neighboring town for comparison with Chapter 155 and for suggestions for current practices and fees.

Chairman Richards asked Garvin to begin to insert suggested changes for discussion at future meetings.

10. It was noted that Tina Marie Olson has been issued a lot license (see the Cemetery Commission minutes of July through October 2014), but that Sandra Beard Martin has requested a meeting with the Commission.
11. The next regular meeting of the Commission will be held on Thursday, June 11, 2015, at 7:00 p.m. at the Pembroke Town Hall.
12. The meeting adjourned at 8:16 p.m.

Respectfully submitted,  
James L. Garvin  
Secretary