

PEMBROKE CEMETERY COMMISSION MEETING

July 9, 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 June 11, 2015, were approved.
3. Regarding removal of the pine trees in Evergreen Cemetery, V. J. Ranfos reported that there is no definite progress. The town owns land beyond the northern (right-hand) gate of the cemetery and might clear vegetation and create a landing area there after the ground freezes without infringing on the abutting Francoeur property, but such a procedure might have to wait until the new year and might require an extension of the budget that was appropriated at the 2015 town meeting.
4. David Richards distributed some suggested amendments to Chapter 155 (Cemeteries) of the Town Code.
5. The Commission discussed potential projects to submit to the Capital Improvement Program (CIP) Committee at the meeting on July 15 at 6:30 p. m. Jim Garvin passed around a sheet with suggested requested amounts for monument repairs at Pembroke Street Cemetery and for clearing land at the back of Pembroke Hill Cemetery.

Don Hill suggested that we add a figure of \$5,000± as a reserve to pay part of the costs of surveying, subdividing, grading, and laying out an extension of Buck Street Cemetery if the town avails itself of the offer of land from Mr. Griggs.

The proposed projects are attached to these minutes.

6. V. J. Ranfos reported that Mrs. Janice Symanski has paid for the lot adjacent to Lot 20-A in Evergreen Cemetery. In keeping with its decision on June 11, the Commission will require payment if her son wishes to acquire two adjacent lots, rather than permitting the reservation of the lots without immediate payment.
7. V. J. Ranfos reported that the town crews have cut brush along the left (south) roadway of Evergreen Cemetery and will do the same on the north driveway when time allows.
8. V. J. Ranfos reported that repair of the damaged stone in Buck Street Cemetery will be done in July. If sufficient funds remain, repairs will be done to one or both of the broken monuments in Old North Pembroke Cemetery, estimated at \$750 each.

9. It was noted that the Dr. Henry Munroe lot in Evergreen Cemetery needs a flag holder and flag.
10. The next regular meeting of the Commission will be held on Thursday, August 13, 2015, at 7:00 p.m. at the Pembroke Town Hall.
11. The meeting adjourned at 6:35 p.m.

Respectfully submitted,
James L. Garvin
Secretary

**CAPITAL IMPROVEMENT PROGRAM
PEMBROKE CEMETERY PROJECTS, 2016**

Pembroke Hill Cemetery: Clearing, grubbing, and grading land at the back of the cemetery to prepare additional salable lots:	\$4,000.00
Pembroke Street Cemetery: Repair of 21 damaged monuments, based on an estimate provided by Donald Cotnoir of New Hampshire Monuments:	\$11,000.00
Reserve fund for surveying, subdivision, and layout of new cemetery:	\$5,000.00