

PEMBROKE CEMETERY COMMISSION MEETING
August 11, 2004
Minutes

Present: Gerald Belanger (chair), James Garvin, David Richards, Walter Norris.

1. Chairman Gerald Belanger called the meeting to order at 7:10 p.m. at the Pembroke Town Hall.
2. On a motion by Dave Richards, seconded by Jim Garvin, the minutes of the meeting of July 14, 2004, were approved as written.
3. Walter Norris presented his estimate of the cost of a granite fence for the front of Evergreen Cemetery. This estimate is based on the Commission's drawing of 2003, which shows posts, curbing, and chain swags. Walter adapted the drawing to provide for an even 9'-0" spacing of the posts, which slightly alters the lengths of the fence from the dimensions shown on the drawing. Walter's estimates include 24 8"x8"x6'-0" posts @ \$200; 378 lineal feet of curbing at \$20.00 per lineal foot; 430 lineal feet of chain, with eyes installed in the posts, at \$10.00 per lineal foot; 260 square yards of loam and seeding at \$3.00 per square yard, and a 10% contingency. The total estimated cost is approximately \$24,000.
4. Chairman Belanger noted that he had tried without success to find the schedule of current cemetery fees on-line. New fees were adopted by the Board of Selectmen at their meeting of November 24, 2003, through an amendment to the Town Code by ordinance No. 03-07. Walter Norris stated that the new rates are in effect, although not posted. Chairman Belanger stated that the new fees should be posted in the Town Code for the information of the public.
5. The Commission agreed to table any discussion of the current cemetery regulations until the meeting of October 13.
6. Dave Richards reported that he had obtained catalogues showing other possibilities for fencing Evergreen Cemetery from B-Line Fence in Epsom, American Fence in Hooksett, Touchstone Fence in Webster, and Superior Fence in Tilton. The Commission looked at various patterns of fencing and gates and selected the Concord Style, with Imperial finials and ball caps. Dave offered to contact these companies to obtain estimates, which we can compare against Walter's estimate for granite fencing.

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7. The Commission has been asked to present its needs to the Capital Improvements Program (CIP) Committee at 7:00 p.m. on Wednesday, August 25th. Gerald Belanger will present the fencing of Evergreen Cemetery as a capital improvement that is needed, and will ask that \$10,000 a year be allocated to the capital budget for the use of the Commission. He will also discuss methods by which the Commission can gain access to some of the \$44,469.29 that is shown as “available for distribution” in the accounts of the Trustees of Trust Funds (\$26,818.96 under “Cemetery Trust” and \$17,650.33 under “Cemetery Improvements”).
8. Jim Garvin reported that he had written to Judy S. Weber, chief of the Public Affairs Division of the Fish & Game Department, to inquire about obtaining the old Fish & Game tract on Route 28, adjacent to Buck Street Cemetery (Map 870, Lot 23, 1.8 acres), as state surplus land for future expansion of the cemetery.
9. Jim Garvin reported that he had written to Michael Reardon, headmaster of Pembroke Academy, to inquire whether students might straighten cemetery monuments and possibly update the CADD disks of the cemetery plans to reflect new burials.
10. The Commission discussed the possibility of having paving companies with excess asphalt pave sections of the roadways in Evergreen Cemetery rather than disposing of the asphalt. Walter Norris replied that most paving contractors have only one paver and roller on each job, and that they would probably charge an extra fee to move that equipment to Evergreen, thus offsetting the savings obtained by getting free asphalt.

Other business:

11. The Commission discussed the need to provide a place of storage for two boxes of Cemetery Commission files left by retired chairman Howard Robinson. Walter Norris suggested buying a file cabinet and placing it in the Town Garage, where his secretary can organize the files.
12. The next regular meeting of the Commission will be at 7:00 p.m. on Wednesday, September 8, 2004, at the Pembroke Town Hall.
13. On a motion of Jim Garvin, seconded by Dave Richards, the meeting was adjourned at 9:15 p.m.

Respectfully submitted,
James L. Garvin
Secretary