

PEMBROKE CEMETERY COMMISSION MEETING

April 13, 2005

Minutes

Present: Gerald Belanger (chair), Kenneth Fowler, James Garvin, David Richards, Emile Lacerte

1. Chairman Belanger called the meeting to order at 7:00 p.m. at the Pembroke Town Hall.
2. On a motion by David Richards, seconded by Kenneth Fowler, the minutes of December 8, 2004, were approved as submitted.
3. The Commission discussed an e-mail of December 28, 2004, from Gerard Fleury to Terry Knowles of the Attorney General's office, in which Mr. Fleury reminded Ms. Knowles that she had offered to send instructions for approaching Probate Court on a *cy pres* matter regarding cemetery perpetual care for the Pembroke Trustees of Trust Funds. Since Mr. Fleury had not received these instructions, the Commission suggested that we might obtain a copy of the minutes of the March 2005 Town Meeting, which authorized the use of perpetual care funds for cemetery repairs, get the minutes notarized, and send them to Ms. Knowles. The Commission asked Secretary Garvin to contact Mr. Fleury to ask if he feels that this might expedite a response from Ms. Knowles.
4. Chairman Gerald Belanger read a letter from Dr. F. Christopher Tahk, thanking the Commission for authorizing the transfer to him of title to his parents' lot in Buck Street Cemetery. Dr. Tahk will visit in June or July and ask Emile Lacerte to show him the Tahk lot.
5. Chairman Belanger reported that he had received a letter dated January 5, 2005, from Director of Public Works and Superintendent of Cemeteries Walter Norris. In reference to Item #11 of the Cemetery Commission minutes of December 8, 2004, Mr. Norris stated that he feels that the Superintendent of Cemeteries should not have sole discretion in removing overgrown shrubs from town cemeteries unless such plants pose an immediate danger, as in the aftermath of wind or lightning damage. Mr. Norris suggested that a new Town Code article be drafted to require that the Commission vote to remove overgrown plants on a case-by-case basis. Such a vote would have the effect of authorizing the Superintendent of Cemeteries to carry out such removal. The Commission suggested that we amend Article 155-16 of the town code to read, in part, "Temporary or permanent plants or decorations which are unsightly or impede the maintenance of the cemetery shall not be allowed. By vote of

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the majority, the Cemetery Commission shall direct the Superintendent of Cemeteries or his designee to remove such plants or decorations. . . .”

6. The Commission discussed the sufficiency of available burial plots in the town’s cemeteries. Emile Lacerte reported that we normally have 6 to 7 burials per year. At this rate, the newly plotted ranges of lots in Buck Street and Evergreen Cemeteries should meet the town’s needs for the foreseeable future without the need to employ contractors to use ground-penetrating radar or other remote sensing technologies to identify other unused areas in the public cemeteries.
7. The Commission asked secretary Jim Garvin to identify and list all the surveyors who compiled the original plans of Pembroke’s cemeteries so that we can attempt to contact them and request new copies of the missing CAD disks.
8. The Commission asked secretary Garvin to write to Pembroke Academy headmaster Michael Reardon and explain that we remain interested in having students update the cemetery plans, but that we need to obtain new CAD disks to make this possible.
9. In response to an inquiry that was forwarded by Laura Bonk of the Allenstown Historical Society, Kenneth Fowler reported that Bernice Locke is buried in Buck Street Cemetery.
10. Chairman Belanger noted that we do not yet have a copy of the 2005 cemetery budget, but that the Commission should consider employing a contractor with a Bobcat to grub out the roots of the shrubs that were cut along the back of Pembroke Street Cemetery. Emile Lacerte will check on the cost of renting a Bobcat equipped with a rototiller.
11. Chairman Belanger reported that he had talked with Ron Rush about becoming a member of the Commission.
12. Regarding the proposed fence for the front of Evergreen Cemetery, it was reported that Walter Norris had stated that the Commission should invite bids from as many suppliers/contractors as we can. After the Commission ranks the bids in order of priority, we should submit our recommendations to the Board of Selectmen for their final choice.
13. The Commission will need to consult with Water Norris regarding complete drawings and specifications for the Evergreen Cemetery fence.

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14. The annual springtime cemetery inspection was scheduled for Saturday, May 7, beginning at Pembroke Street Cemetery at 9:00 a.m.
15. The next regular meeting of the Commission is scheduled for 7:00 p.m. on Wednesday, May 11, 2005, at the Public Works building on Exchange Street.
16. On a motion by Dave Richards, seconded by Jim Garvin, the meeting adjourned at 8:06 p.m.

Respectfully submitted
James L. Garvin
Secretary