

## **PEMBROKE CEMETERY COMMISSION MEETING**

**May 11, 2005**

### **Minutes**

Present: Gerald Belanger (chair), Kenneth Fowler, James Garvin, Walter Norris, Larry Preston, David Richards, Robert Richards

1. Chairman Belanger called the meeting to order at 7:00 p.m. at the Pembroke Public Works building.
2. Selectman Larry Preston presented outgoing Commission member Kenneth Fowler with a plaque recognizing Mr. Fowler's many years of faithful service to the Commission and expressing the gratitude of the Pembroke Board of Selectmen and the citizens of town. The Commission members joined in expressing their thanks to Kenneth Fowler for his service on the Commission from the time it was reconstituted.
3. On a motion by Dave Richards, seconded by Bob Richards, the minutes of the meeting of April 13, 2005, were approved as submitted.
4. Chairman Belanger reported that he had asked Jim Finn, the town's acting budget director, for a printout of the Cemetery Commission budget, which reportedly maintains the appropriations that we had last year.
5. On a motion by Jim Garvin, seconded by Dave Richards, the Commission voted to purchase three 3' by 5' American flags for the flagpoles at Pembroke Street, Evergreen, and Buck Street Cemeteries. Walter Norris offered to order the flags and fly them by Memorial Day.
6. The Commission members will place small American flags on all veterans' graves before Memorial Day. Chairman Belanger suggested that we inspect the cemeteries in July and replace any flags that have become worn or faded by midsummer.
7. The Commission agreed to meet at Pembroke Street Cemetery at 9:00 a.m. on Saturday, May 28<sup>th</sup>, to begin our postponed annual inspection of the cemeteries.
8. The Commission reviewed the information on the anti-rust treatment for the steel chain of the Buck Street fence. Walter Norris offered to purchase the anti-rust chemical with the help of data supplied by Dave Richards.
9. Walter Norris will draw plans for a post and chain fence at Evergreen Cemetery, but during their May 28<sup>th</sup> inspection the Commission members should determine how far from the road the fence is to be placed and confirm the placement with Walt.

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10. Because Gerard Fleury has still not heard from Terry Knowles of the Attorney General's office about instructions for approaching Probate Court, the Commission suggested that we ask Mr. Fleury if he would be comfortable in going directly to Merrimack County Probate Court without awaiting contact from Terry Knowles.
11. Walter Norris offered to look into the cost of renting a Bobcat for grubbing out the roots of shrubs and vines that are sprouting at the back wall of Pembroke Street Cemetery following their cutting last year.
12. Chairman Belanger reported that town administrative secretary Linda Williams had written to say that Nancy Foster of Pleasant Street in Suncook had responded to the call for volunteers in the last municipal newsletter by requesting appointment to the Cemetery Commission. The Board of Selectmen will reportedly confirm her appointment at their meeting on Monday, May 16. The Commission should have five members, and may also have alternate members.
13. Jim Garvin distributed a list he had compiled of all the surveyors who produced the plans of Pembroke cemeteries during the late 1980s and early 1990s. Chairman Belanger offered to try to call these firms to see if we could acquire duplicate CAD disks to replace the lost originals.
14. The Commission will continue to meet at the Public Works building at the invitation of Walter Norris. Chairman Belanger had previously told municipal secretary Linda Williams that the Commission would meet regularly every second Wednesday at the Town Hall. Walter Norris offered to let Ms. Williams know that the Commission has changed its place of meeting.
15. Secretary Jim Garvin announced that he probably cannot attend the next Commission meeting due to the need to be present at a public informational meeting in West Swanzey.
16. The next meeting of the Commission will be at 7:00 p.m. on Wednesday, June 8, 2005, at the Pembroke Public Works Building at 8 Exchange Street in Suncook Village.
17. The meeting adjourned at 8:30 p.m.

Respectfully submitted,  
James L. Garvin  
Secretary