

PEMBROKE CEMETERY COMMISSION MEETING
September 13, 2006
Minutes

Present: Nancy Foster, James Garvin, Emile Lacerte, David Richards (acting chairman). Town Administrator Troy Brown later joined the meeting to discuss the Cemetery Commission budget.

1. Vice-chairman Richards called the meeting to order at 7:00 p.m. at the Pembroke Town Hall.
2. On a motion of Nancy Foster, seconded by David Richards, the minutes of the meeting of July 12, 2006, were approved. The Commission held no meeting in August due to scheduling conflicts.
3. David Richards reported that Town Administrator Troy Brown will discuss the matter of perpetual care funds with the town counsel after the secretary at the Highway Department types up the data that David Richards has compiled on the funds. Emile Lacerte noted that the secretary had some questions that she wanted to discuss with Mr. Richards.
4. As reported in the Minutes of May 10, 2006, Patricia S. Wasson contacted Town Administrator Troy Brown in March 2006. Ms. Wasson stated that the graves of her father and mother (Lot #215 in Evergreen Cemetery) had not been raked, and that its shrubs were almost dead from lack of water. Lot #215 is not among the listed Perpetual Care lots in Evergreen Cemetery, and Emile informed Ms. Wasson that the town is not responsible for major repairs to the lot. He reported that flooding in May 2006 had caused some of the curbing around the lot to loosen. Dave Richards stated that state statutes allow cemetery lot holders to repair or upgrade their lots at their own expense.
5. Emile observed that many cemetery shrubs around town are extremely overgrown. He suggested that cemetery regulations be amended to prevent the planting of shrubs on cemetery lots. Current cemetery rules state: "155-15. **Plants and decorations.** Temporary or permanent plants or decorations which are unsightly or impede the maintenance of the cemetery shall not be allowed. . . ."
6. Dave Richards reported that Gerard Fleury is discussing the idea of having Pembroke Academy students update the plans of the town cemeteries.
7. Emile Lacerte distributed an advertisement for a computer program for cemetery management (see <http://www.tbgtom.com/ck.htm>). On a motion by David Richards, seconded by Nancy Foster, the Commission authorized Emile to purchase the Crypt Keeper™ cemetery software.

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8. Nancy Foster reported that she has been working on estimates for the wall or fence at Evergreen Cemetery. She has obtained a quote of \$4,655 from Perry Brothers Monument Company on 19 granite posts (delivered), with no curbing; Perry Brothers will install the posts for an extra charge of \$3,800. The Perry Brothers posts measure 6" by 6". Other members of the Commission noted that the scale of the fence at Evergreen Cemetery will probably require 10" by 10" or 12" by 12" posts for proper effect. The Commission agreed to check the dimensions of the posts at Buck Street Cemetery and use these as a template.
9. There was no update on potential new members for the Cemetery Commission. Emile noted that there are many younger families moving into town, and that newcomers are not as inclined to serve on volunteer boards and commissions as older citizens who have deeper connections with the community.
10. Emile reported that Mark Hubbard, who opens graves under contract for the Town of Pembroke, has notified the town that he will be raising his prices, effective October 1, 2006. The Commission suggested that the town adjust its burial fees accordingly, and authorized Emile to convey that recommendation from the Commission to Troy Brown.
11. Emile reported that a resident had previously purchased three lots in Pembroke Hill Cemetery and now wishes to purchase a fourth lot. He previously paid \$600 for a pair of lots and \$350 for a single lot. He has asked whether he could be permitted to purchase the fourth lot at the old price. On a motion by Nancy Foster, seconded by James Garvin, the Commission authorized his purchase of a fourth lot as if it were a pair with the single lot he purchased previously, making his outstanding balance for the fourth lot \$250.
12. Troy Brown stopped at the Cemetery Commission meeting to discuss the Selectmen's proposed budget. This budget allocates \$2,500 for Marker Repairs and Cemetery Maintenance, \$50 for Other Supplies, and \$100 for Public Notices. The Commission thanked Mr. Brown for his courtesy in explaining the budget.
13. The next regular meeting of the Commission will be held on Wednesday, October 11, 2006 at 7:00 p.m. at the Pembroke Town Hall.
14. On a motion by Jim Garvin, seconded by Nancy Foster, the meeting adjourned at 8:20 p.m.

Respectfully submitted,
James L. Garvin
Secretary