

# **PEMBROKE CEMETERY COMMISSION MEETING**

**August 9, 2018**

## **Minutes**

Present: Dan Chase, James Garvin, Ellen Paulsen (chair), V. J. Ranfos, David Richards, Fleda Young

1. Chair Ellen Paulsen called the meeting to order at 7:00 p.m. at the Pembroke Public Works conference room.
2. On a motion by David Richards, seconded by Dan Chase, the minutes of the meeting of July 12, 2018, were unanimously approved.
3. V. J. Ranfos reported that two companies had submitted estimates for treating the large three-trunk red oak tree at the back of Old North Pembroke Cemetery. Two trunks of the tree overhang graves and gravestones. Because the trunks may be weak at their bases, the Commission has considered methods of protecting the gravestones. Collins Tree Service had previously submitted a price of \$960 for cabling the tree. Accurate Tree Service had submitted a price of \$3,000 to remove the two leaning trunks. Collins Tree Service has now submitted a price of \$4,500 to remove the two leaning trunks, noting that they would need to rent a crane for the job. On a motion by Dan Chase, seconded by Jim Garvin, the Commission voted to authorize Collins Tree Service to cable the tree at a cost of \$960 with funds from the existing Capital Reserve Fund balance if possible. V. J. Ranfos will contact them.
4. Regarding the dead white pine tree in Pembroke Street Cemetery adjacent to the Whittemore Homestead, V. J. Ranfos reminded the Commission that Accurate Tree Service had submitted a bid of \$3,000 to remove the tree, contingent upon access for a crane to the Whittemore Homestead driveway. Collins Tree Service had submitted a bid of \$1,900 to remove the pine. Ayn Whytemere has told V. J. that access to the Whittemore driveway would be permitted. The Commission voted unanimously to authorize Collins Tree Service to remove the tree. By a vote in July, this cost should be met from the existing Capital Reserve Fund balance if possible.
5. V. J. Ranfos reported that he had authorized New Hampshire Monuments to repair a marble gravestone at the southern end of Old North Pembroke Cemetery, setting the stone in an old granite base stored at the back of the cemetery. Donald Cotnoir of New Hampshire Monuments has reported that he has had difficulty mending the finial of the Fowler monument at Old North Pembroke Cemetery prior to mounting the finial on the monument. He expects to complete this job by the end of August.
6. Ellen Paulsen reported on her meeting with the Capital Improvements Program (CIP) Committee on August 8<sup>th</sup>. She has requested a capital reserve fund appropriation of \$12,300 for 2019 to cover 1. repair of damaged monuments in Pembroke Street Cemetery

per \$6,100 estimate received from New Hampshire Monuments, and 2. partial rebuilding of perimeter wall and re-setting of fallen granite coping stones at Pembroke Street Cemetery per \$6,200 estimate received from Jade Stone and Landscape.

7. A member of the CIP Committee asked about procedures for overgrown plantings. §155-17 of Chapter 155 of the Town Code prohibits “temporary or permanent plants or decorations which are unsightly or impede the maintenance of the cemetery.” The Commission asked Secretary Jim Garvin to add a statement to the Cemetery Commission report for the 2019 Town Report calling the public’s attention to this ordinance.
8. There have been no further bids on re-roofing the hearse house at Pembroke Street Cemetery. Dave Richards reminded the Commission that it voted at the July meeting to accept the bid of \$1,400 from New Heights Roofing and Construction to replace the hearse house roof with a corrugated metal roof with a 40-year paint warrantee. The Commission reaffirmed this vote.
9. Regarding the unknown number and location of indigent burials at Buck Street Cemetery, the Commission may wish to employ ground-penetrating radar at some future time to attempt to plot all the former burials in this area. V. J. Ranfos stated that Public Works will attempt to remove the white pine seedlings growing in that area of Buck Street Cemetery in the fall if time permits.
10. Regarding the project to continue to revise the existing Chapter 155 (Cemeteries) of the Town Code to address a variety of new subjects not included in the chapter, Dan Chase has made a list of the towns in our area, and of the approximate population as Pembroke. He is seeking the cemetery ordinances of as many of these towns as possible for comparison to our Chapter 155. The Commission thanked Dan for his work and agreed to resume discussion of Chapter 155 at the September meeting.
11. Regarding cemetery gates, especially those at Buck Street and Evergreen Cemeteries, Ellen Paulsen will investigate the catalogue of American Fences, Inc., of Hooksett to learn what types of gates they can supply.
12. Following Dan Chase’s question in July about the possible suitability of the 1905 town receiving tomb in Evergreen Cemetery as an enclosed columbarium, Jim Garvin reported that this use may be feasible, but that we will need to measure the interior dimensions of the tomb in order to determine the layout and capacity of such a columbarium. V. J. Ranfos will check the dimensions and interior condition when his schedule permits.

#### New Business

13. Jim Garvin reported that there is a high probability that the Pembroke Conservation Commission will be able to purchase the former site of the Pembroke Sanatorium, later the Conference Center of the New Hampshire Congregational-Christian Conference. He reported that in 2014 the Cemetery Commission had been informed that former patients at the sanatorium had been buried on the grounds. He had inquired of Thomas Petit, former proprietor of what is now the Petit-Roan Funeral Home, about any known burials

on that property, but had not received any information. The Cemetery Commission had drafted the attached letter to the Pembroke Planning Board in 2014, at a time when a housing development was being proposed for the property in order to alert the Planning Board that burials may exist on the site. The Cemetery Commission should continue to be alert to this possibility.

14. The next meeting of the Pembroke Cemetery Commission will be at 7:00 p.m. on Thursday, September 13, 2018 at the Pembroke Public Works office on Exchange Street.
15. On a motion by Jim Garvin, seconded by Dan Chase, the meeting adjourned at 8:00 p.m.

Respectfully submitted,  
James L. Garvin, Secretary



# TOWN OF PEMBROKE

TOWN HALL • 311 PEMBROKE STREET • PEMBROKE, NH 03275

[Date] 2014

Pembroke Planning Board  
311 Pembroke Street  
Pembroke, New Hampshire, 03275

Re : Potential cemetery on former Pembroke Sanatorium property, Tax Map 563, Lot 90,  
210 Center Road, Pembroke.

Ladies and gentlemen:

The Pembroke Public Works Department and the Pembroke Cemetery Commission have received a communication from Martha Lackey of Bryson City, South Carolina, stating that her grandfather, Michael Baziacon, died at the former Pembroke Sanatorium in June 1918 and is buried in a cemetery on the property.

We are conveying the following information to the Pembroke Planning Board with the understanding that this land parcel has been tentatively proposed for subdivision.

The Pembroke Cemetery Commission has begun to investigate the possibility that a cemetery exists on the former property of the Pembroke tuberculosis sanatorium, later a conference center of the United Church of Christ (Congregational Church). Thus far, we have obtained the following facts:

Pembroke vital records indicate that between 1912 and 1941, at least 645 people died at the Pembroke Sanatorium. While many of these people may have been interred in privately owned lots elsewhere, a number of the patients at the sanatorium were foreign-born and probably had no preexisting ownership of cemetery lots for burial.

The Cemetery Commission has so far been unable to locate any person who has a personal memory or knowledge of a cemetery on the property. The 1911-12 annual report of the Pembroke Sanatorium indicates that the institution included a crematorium. Thus, persons who died at the institution and had no provisions for burial elsewhere may have been cremated and buried on the property.

The management of human remains is regulated by state statutes. Under RSA 227-C: 8-a, if unmarked human burials or human remains are encountered as a result of construction or agricultural activities, disturbance of the remains shall cease immediately and shall not resume without authorization from either the county medical examiner or the state archaeologist.



# TOWN OF PEMBROKE

TOWN HALL • 311 PEMBROKE STREET • PEMBROKE, NH 03275

Pembroke Cemetery Commission to Pembroke Planning Board, [date], page 2.

Other state statutes, especially RSA 289, govern the treatment of public cemeteries and abandoned or neglected cemeteries.

The purpose of the Cemetery Commission in conveying this information to the Planning Board is to alert the Planning Board to the possible existence of a private cemetery on the land identified as Tax Map 563, Lot 90.

The Cemetery Commission requests that, in considering proposals for the possible subdivision or development of this parcel, the Planning Board take into consideration the possible presence of a cemetery on the land. If development proposals are advanced for this parcel, the Cemetery Commission requests that the Town of Pembroke follow pertinent statutes to identify and safeguard any human remains that may be interred on the property.

Sincerely,

James L. Garvin  
Secretary  
Pembroke Cemetery Commission