

PEMBROKE CEMETERY COMMISSION MEETING

May 9, 2019

Minutes

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

1. Chair Ellen Paulsen called the meeting to order at 7:10 p.m. at the Pembroke Public Works conference room.
2. On a motion by Dan Chase, seconded by Ellen Paulsen, the minutes of the meeting of April 11, 2019, were unanimously approved.
3. Chair Ellen Paulsen noted that the Board of Selectmen permitted the one-time award of a contract of over \$5,000 for repairs to monuments in Pembroke Street Cemetery without competitive bids. The Commission and the Public Works Department are thereby authorized to award the contract for monument repairs in Pembroke Street Cemetery to New Hampshire Monuments at their bid price of \$5,200 as detailed in their estimate dated April 10, 2019.
4. Chair Ellen Paulsen reported that she has so far been unsuccessful in finding a local supplier to offer an opinion on whether a columbarium could be installed in the town receiving tomb at Evergreen Cemetery. She suggested that she might contact the New Hampshire Veterans' Cemetery to ask for details on the supplier of their columbarium. Dan Chase offered to contact funeral director Matt Roan to see if he has any information on local suppliers.
5. The Commission returned to a discussion of the revisions of Chapter 155, "Cemeteries," of the Town Code. The chapter as revised is nearly ready for submission to the Board of Selectmen. Commission members shall have another month for a final review. Ellen Paulsen provided a copy of early regulations, which have been found to date from 1988-9. A copy will be provided to Commission members for comparison with the current draft and for verification that the current draft includes all relevant provisions of the version of thirty years ago.

Ellen will check with town administrator David Jodoin regarding the procedure for approval of the current draft of Chapter 155.

6. Due to a forecast of inclement weather, the Commission canceled a field meeting that had been proposed for May 9th. The Commission agreed to reschedule the field meeting to begin at 9:00 a.m. on Thursday, June 13, 2019, weather permitting.

Other business:

7. V. J. Ranfos reported that one gate at Evergreen Cemetery was bent, apparently by an automobile impact, so that it cannot swing. He has removed the gate from its hinges for the summer.
8. V. J. distributed a letter from Willard and Natalie Kleinmeyer of Largo, Florida, informing the Commission that the cremated remains of Patsy Santacruce, Jr., of Pembroke will be buried in Plot 36A in Pembroke Hill Cemetery. The name of Patsy Santacruce, Jr., will be engraved on the headstone of his parents, and the plot will later receive a veteran's commemorative marker to accompany the similar marker for Patsy Santacruce, Sr., already in place.
9. V. J. reported that Jade Stone and Landscaping will replace about half of the split granite coping stones that have fallen from the walls of Pembroke Street Cemetery in order to stay within the currently available balance of funds for cemetery maintenance. Jade Stone will replace the remaining fallen coping stones when further funds become available.
10. Chair Ellen Paulsen reminded the Commission that veterans' flags should be placed in all cemeteries by Memorial Day, May 27, 2019.
11. The next meeting of the Pembroke Cemetery Commission will begin at **9:00 a.m. on Thursday, June 13, 2019, starting at the Pembroke Public Works office on Exchange Street, weather permitting.**
12. On a motion by Dan Chase, seconded by Jim Garvin, the meeting adjourned at 7:50 p.m.

Respectfully submitted,
James L. Garvin, Secretary