

# **PEMBROKE CEMETERY COMMISSION MEETING**

**June 9, 2022**

## **Minutes**

Present: Ellen Paulsen (chair), Daniel Chase, James Garvin, Adam Mendoza, Zachary Sawyer, Fleda Young

1. Chair Ellen Paulsen called the meeting to order at 6:00 p.m.
2. The minutes of the meeting of May 11, 2022 were approved.

New business:

3. Ellen Paulsen reported that the headstone of David J. Dow in Old North Pembroke Cemetery is broken. We will add this to our list of needed monument repairs.
4. Dan Chase had previously emailed Commission members with a photograph of the Furus headstone in Evergreen Cemetery. The stone is tipping and needs to be straightened.
5. Dan Chase reported that a Chase monument in Buck Street Cemetery is largely covered by overgrown shrubs, as discussed in a previously circulated email message from Ellen Arnold. The Commission discussed the removal of the shrubs.
6. Dan Chase reported that the large flag on the pole at Evergreen Cemetery is beginning to fray and should be replaced. Adam Mendoza will ask Public Works Director V. J. Ranfos whether the Public Works budget might provide funds for a new flag for Evergreen Cemetery.

Like all the larger flags in Pembroke Cemeteries (Pembroke Street, Evergreen, Buck Street), this flag is flown day and night. To conform to the Flag Code, these flags should be illuminated at night. The Commission discussed the possibility of purchasing solar-charged lights that might be mounted at the tops of these poles to light the flags at night and conform to proper flag etiquette.

7. The Commission discussed carious projects that we might present to the Capital Improvements Program (CIP) Committee. Our requests to that committee are to be delivered to David Jodoin by July 8<sup>th</sup>.
  - a. Flagpole lights for the three large flags at Pembroke Street, Evergreen, and Buck Street Cemeteries. These items were found by a quick Internet search by Adam Mendoza to cost \$100 or less, and so might be purchased through our regular Cemetery budget rather than being made a special request to the CIP Committee.
  - b. The overhanging pine tree limbs at Pembroke Hill Cemetery have been pruned for better vehicular access to the back of the cemetery. We still need to deal with the lifted and broken driveway pavement, and this will entail pruning the encroaching

roots of the pine trees if not the wholesale removal of the trees. This will require careful discussions with the abutters, Jackie and Stephanie Wylie. The Commission decided that we should continue to plan for this project but that we will not have time to submit a proposal for the work to the CIP Committee in 2022. We should plan to discuss the project and re-contact the abutting property owners, then perhaps propose the agreed-upon project to the CIP Committee in 2023 for work in 2024.

- c. The investigation of areas of Buck Street Cemetery and Evergreen Cemetery by ground-penetrating radar (GPR) to try to locate unmarked graves. Ellen and Zachary offered to stake out the area of Buck Street Cemetery that should be investigated. Secretary Jim Garvin will then calculate the square footage of the marked area and contact Robert Perry of Topographix to see if we can obtain an estimate for GPR scanning to present to the Pembroke CIP Committee this summer.
- d. Ellen and Zachary will examine the cast iron gates in the hearse house at Pembroke Street Cemetery to match the gates with their proper openings in the stone wall, then evaluate the need for new granite posts at the wall openings to replace posts that are missing or broken.

#### Old business:

- 8. The Commission reviewed our supply of new American flags and flag holders for veterans' graves. With the new supply in hand, we should be able to replace any remaining plastic flag holders with new metal holders. Ellen asked Adam Mendoza whether Public Works staff might have time to straighten bent aluminum shafts for old flag holders.
- 9. The Commission noted that the Board of Selectmen responded to the letter from the Commission regarding an increase in charges by Dignified Cemetery Services by voting on April 20, 2022 to raise the town's burial fees to match those charged to the town by the contractor.
- 10. Chair Ellen Paulsen reviewed a list of monuments to be repaired, submitted by Don Cotnoir of New Hampshire Monuments: seven stones in Pembroke Street Cemetery; two in Old North Pembroke Cemetery; and one in New North Pembroke Cemetery. Adam Mendoza reported that he had no information that any of these stones had yet been conserved.
- 11. The Commission reviewed our prior discussion of reimbursement for the inadvertent town overcharge for a Batchelor family burial at the weekend rate rather than the weekday rate. After discussion, the Commission agreed that the town should reimburse the Batchelor family \$50.00. We will inform the Public Works office of this recommendation.
- 12. Adam Mendoza reported that the granite bench on the Booth lot in Evergreen Cemetery (Item 9 in minutes of meeting of April 14, 2022) has been moved by Perry Brothers Monument Company so that it does not overhang the lot line of the adjacent Symanski

lot. Adam stated the Public Works personnel will transplant the shrub that encroaches on the Symanski lot.

13. Jim Garvin distributed a draft statement on the dimensions of cemetery benches for discussion at the July meeting of the Commission. Chair Ellen Paulsen had previously suggested that Secretary Garvin draft a notice to be issued with future Pembroke burial licenses, restricting the dimensions of cemetery benches to 3'-6" in length and 14 inches in depth.
14. The next meeting of the Pembroke Cemetery Commission will be at 6:00 p.m. on Thursday, July 14<sup>th</sup> at the Pembroke Public Works office.
15. The meeting adjourned at 7:16 p.m.

Respectfully submitted,  
James L. Garvin, Secretary