

PEMBROKE CEMETERY COMMISSION MEETING

September 14, 2017

Minutes

Present: Dan Chase, James Garvin, Ellen Paulsen, V. J. Ranfos, David Richards. Also attending was Tracey Sweeney of Holden Engineering.

1. The meeting was called to order at 7:00 p.m. at the Public Works building on Exchange Street.
2. The minutes of the meeting of August 10, 2017, were unanimously approved.
3. Tracey Sweeney updated the Commission on progress and issues pertaining to the survey of Evergreen Cemetery.

Research has disclosed two similar plans of Evergreen Cemetery, both surveyed and drawn in 1905 by Lloyd & Mann, civil engineers of Concord, N. H. Mr. Sweeney distributed photocopies of one plan, which is in the possession of F. Webster Stout (FWS Land Surveying) of Canterbury, N. H., current owners of the office files of Lloyd & Mann. This plan is filed in the Merrimack County Registry of Deeds as Plan Vol. 164, pp. 1-2. A nearly identical copy of the Lloyd & Mann plan is filed at the Pembroke Public Works Department, but the two plans may differ slightly.

Mr. Sweeney also distributed a deed of May 22, 1885 (Merrimack County Registry of Deeds Vol. 274, p. 43) by which Martin H. Cochran, who lived on Dearborn Road, deeded the land that was to become Evergreen Cemetery to Addison N. Osgood, George P. Little, Charles P. Morse, Eleazer Baker, and George P. Cofran for \$1,000. The lot contained 8 acres and 118 square rods. Osgood, Little, and Cofran constituted the Pembroke Board of Selectmen in 1885. Charles P. Morse was a local undertaker who served as Pembroke town treasurer and moderator. Eleazer Baker was proprietor of the brick "company store" (now gone) on Glass Street, which sold a broad range of merchandise to employees of Pembroke Mill Corporation. The property dimensions cited in the 1885 deed do not correspond exactly with those shown on the Lloyd & Mann plan of 1905.

Mr. Sweeney reported that an attempt to follow the boundary lines of the cemetery, as shown on the Lloyd & Mann plan, produced an error of closure of about 4 feet. An attempt to follow the northern boundary of the lot, which is shown on the Lloyd & Mann survey of 1905 as a straight line 948.6 feet in length, disclosed sections of an old barbed wire fence lying on the ground but not corresponding with a straight line that the surveyors laid out as a draft northern boundary. In general, the old fence line lies a few feet north of the new suggested lot line.

There are two abutters along the northern boundary of Evergreen Cemetery: Brian and Glenda Lemoine of 224 Buck Street and Melissa L. Francoeur of 319 Dearborn Road. Given the discrepancies between the draft northern boundary and the evidence of the former wire fence, Mr. Sweeney suggested that the Town of Pembroke might wish to negotiate a boundary agreement with the abutters so that an agreed-upon boundary can be shown on the new plan of the cemetery and recorded in the Merrimack County Registry of Deeds.

The Commission also discussed the layout of new burial lots between Pavilion and Maple Avenues and between Maple Avenue and Buck Street, as specified in the Request for Proposals of May 18, 2017. Mr. Sweeney noted that the existing layout of the northern edge of Pine Avenue, which leads to the northern gate of the cemetery, abuts the burial lot layout that is shown on the plan of Evergreen Cemetery that was drawn by Stanley Prescott (Cornerstone Surveyors, Inc.) in October 1989. After discussion, the Commission agreed that the rows of new burial lots should be moved to the north about two feet to separate them from the northern edge of Pine Avenue. The Commission also agreed that irregularly shaped lots at the northern edge of the new lots, as shown on the Cornerstone plan of 1989, should be eliminated so that all new grave lots are rectangles measuring 4 feet by 8 feet.

4. After Mr. Sweeney left the meeting, Dan Chase announced that he had been sworn in on September 14th as a new member of the Commission. The Commission members offered their congratulations.
5. On a motion by Dan Chase, seconded by Ellen Paulsen, the Commission voted to have secretary Jim Garvin contact town administrator David Jodoin to describe the Evergreen Cemetery boundary discrepancy and to suggest that the town consider having its attorney negotiate a boundary agreement with abutters Lemoine and Francoeur.
6. The Commission discussed its current financial resources and expenditures as reported in the August minutes. V. J. Ranfos offered the following updates to the August figures:

Original Funding:

Budget for general repairs/maintenance: \$2,500.
CIP appropriation: \$21,000.

Current account balances:

Budget for general repairs/maintenance: \$1,466.40 remaining balance in account.
CIP appropriation: \$12,183.58 remaining balance in account.

Bills paid:

Surveying Evergreen Cemetery: \$4,016.42 now requisitioned and paid from CIP appropriation.

Repairs at Buck Street Cemetery: \$750.00 paid from cemetery budget for general repairs.

Expenditures still outstanding:

Surveying Evergreen Cemetery: \$4,985.58 remaining balance to be paid.

Monument repairs at Old North Pembroke Cemetery: \$1,800.00, including \$300 to re-mount the Hermon Fife obelisk, reduced from \$750 due to help from the Public Works Department.

Additional work to consider:

Tree removal + stump grinding, Old North Pembroke Cemetery: \$3,000 for three maples. One leaning oak tree at the back of Old North Pembroke Cemetery: price not yet submitted.

Pembroke Street Cemetery: Repair of 4 tree-damaged stones per estimate: \$3,200.

Pembroke Street front wall stump grinding and re-setting of granite wall: \$5,500.

Pembroke Street hearse house roof: price not yet submitted.

This tabulation indicates that the Commission should be able to undertake several of its projects as soon as the required work at Evergreen and Old North Pembroke Cemeteries is completed. The Commission agreed that priority should now be given to extra monument repairs and tree removal at Old North Pembroke Cemetery. After completion of work at Old North Pembroke Cemetery, we can request that the Board of Selectmen authorize the expenditure or encumbering of any remaining 2017 cash balance for other work in the list above.

7. V. J. Ranfos reported that the town has mailed a check for \$700 to Darleen Dunbar for the re-purchase of a lot in Row 6 of Evergreen Cemetery, which she purchased for \$700. The check was accompanied by a bill of sale to the town, which Ms. Dunbar needs to return to the town.
8. Ellen Paulsen mentioned and showed a photograph of a monument that has fallen off its base in Evergreen Cemetery.
9. V. J. Ranfos reported that the bid opening for the town mowing contract will occur on October 19. The Commission's next meeting has been moved from October 12 to October 19, so we can discuss the outcome of the mowing contract award at that meeting.
10. The next regular meeting of the Commission will be held on Thursday, October 19, 2017, at 7:00 p.m. at the Public Works building at 8 Exchange Street.
11. The meeting adjourned at 8:45 p.m.

Respectfully submitted,
James L. Garvin, Secretary