

# **PEMBROKE CEMETERY COMMISSION MEETING**

**May 12, 2016**

## **Minutes**

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

1. Chairman Hill called the meeting to order at 7:00 p.m. at the Pembroke Town Hall.
2. On a motion by David Richards, seconded by Fleda Young, the minutes of the meeting of April 14, 2016, were approved with the following correction: references to “4-by-8-foot plots” in Item 4 should read “4-by-8½-foot plots.”
3. V. J. Ranfos will distribute a list of current burial permit fees and the 2016 Cemetery Commission budget to the Commission by e-mail.
4. Ellen Paulsen reported that her daughter, Katie, took the damaged wooden gate from Old North Pembroke Cemetery as a pattern for a duplicate gate to be installed at the entrance to the cemetery. The new gate will be finished by November, and possibly as early as July. It will have new hardware, leaving the old hardware on the original gate. Ellen suggested that the old gate might be preserved and exhibited in a shadow box.
5. V. J. Ranfos summarized the Evergreen Cemetery logging proposal by forester Ronald J. Klemarczyk, who will supervise the cutting during the summer of 2016 by logger Chuck Rose if ground conditions permit, protecting the lawns and roadways with planks to distribute the weight of the machines. If the soil remains soft during the summer, the logger will make another attempt to cut the trees during the winter of 2016-17.
6. The Commission discussed the repointing and repair of the Badger-Appleton tomb in Evergreen Cemetery. Pointing the tomb with a high-lime mortar will be completed on May 14, 2016, by Lester Baker of Pro-Point in Pittsfield, who will wash the face of the tomb on May 13. Mr. Baker has rebuilt the deteriorating upper right-hand corner of the parapet and replaced selected broken bricks elsewhere. Mr. Baker inquired whether the Commission wanted him to paint the iron door of the tomb. The Commission agreed to have the door painted if that work is included in the contract price. V. J. Ranfos reported that the bill from asbestos abatement contractors EnviroVantage of Epping has been paid.
7. The Commission agreed that secretary Jim Garvin should prepare and issue a press release on the restoration of the Badger-Appleton Tomb well before Memorial Day, May 30.
8. The Commission discussed the possibility of studying the undeveloped rear area of Evergreen Cemetery as a site for a columbarium for cremations. It was agreed to return to this subject after the logging operation is completed.

9. The Commission discussed Warrant Article 5, appropriating \$20,000 for repairs and survey in Pembroke Street and Pembroke Hill Cemeteries, which was approved at the 2016 Town Meeting. Jim Garvin offered a motion to permit the Public Works Department, acting through V. J. Ranfos, to expend up to \$11,000 to carry out necessary repairs to damaged monuments at Pembroke Street Cemetery; this was seconded and approved. V. J. has spoken with Donald Cotnoir of New Hampshire Monuments about a two-year-old list of damaged monuments in the cemetery, and has noticed six or seven new breaks to gravestones that were repaired in earlier years.
10. Warrant Article 5 also authorizes work in Pembroke Hill Cemetery. V. J. has secured a bid from Jade Stone and Landscaping Design of Pembroke to clean up the back of Pembroke Hill Cemetery. V. J. will ask Brickett Hill Landscaping of Pembroke for a second bid on this work. Don Hill asked whether the Public Works Department could do the necessary clearing and grubbing at Pembroke Hill Cemetery.
11. The Commission noted that the current mowing contractor has not yet carried out the spring cleanup of the town cemeteries. With Memorial Day little more than two weeks away, the Commission is concerned that the cemeteries be cleaned and freshly mowed before May 30.
12. In April, Don Hill asked about the possibility of surveying cemeteries with ground-penetrating radar (GPR). Jim Garvin located one GPR contractor, Robert Perry of Topographix LLC, in Hudson, N. H., and distributed Mr. Perry's literature to the Commission on May 2. The Commission authorized Jim Garvin to measure the apparently empty area at the front of Buck Street Cemetery and to contact Mr. Perry for an estimate of the cost of scanning this area with ground-penetrating radar to determine whether it contains unmarked burials or is empty and potentially available for new burials.
13. In response to a question from Ellen Paulsen about the requirement for stone corner bounds for new burial lots, the Commission discussed its ongoing project of editing and amending Chapter 155, "Cemeteries," of the Pembroke Town Code. Secretary Jim Garvin will send all Commission members the chapter with the current suggestions for editing. The Commission will continue its work in preparation for submitting its recommendations to the Board of Selectmen.
14. Chairman Don Hill suggested that we re-open the question of whether the town might take title to Whittemore land behind Pembroke Street Cemetery independently from efforts to obtain the abutting lot now owned by Dr. Fredrick Vega. Jim Garvin will ask Bert Whittemore for his thoughts on this question.
15. The next regular meeting of the Commission will be held on Thursday, June 9, 2016, at 7:00 p.m. at the Pembroke Town Hall.
16. On a motion by David Richards, seconded by Fleda Young, the meeting adjourned at 7:56 p.m.

Respectfully submitted,  
James L. Garvin, Secretary