

# **PEMBROKE CEMETERY COMMISSION MEETING**

**August 11, 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 7:03 p.m. at the Pembroke Town Hall.
2. The minutes of the meeting of July 7, 2016, were unanimously approved.
3. The Commission discussed details of the tree clearing at Evergreen Cemetery, noting that the consulting fee of forester Ronald J. Klemarczyk will be \$2,000. There is no report yet on the sale price of the pine timber that was harvested by logger Chuck Rose, so no indication of the net income or expense of the actual logging operation.

V.J. Ranfos reported that a visitor to the cemetery damaged an automobile at one of the gates. The Commission discussed the possibility that the middle or northern gate might be widened for safer vehicular access. Because the stone retaining walls are substantial at all gates, but less substantial at the northern gate, the latter might be the most feasible entrance to widen.

V.J. Ranfos noted that there have already been inquiries regarding lot purchases in the newly cleared northern side of the cemetery, especially in locations close to Buck Street. Jim Garvin inquired whether a definite boundary marker had been located at the northern corner of the cemetery at Buck Street. V. J. Ranfos believes that forester Ronald Klemarczyk located that corner. It will be important to determine the northern boundary of the cemetery before laying out lots for sale, and to determine where burials have previously been made by the Suncook United Methodist Church and where indigent burials have been placed.

V. J. reported that A1 Enterprises Stump Grinding of Dunbarton offered a quote of \$700 per day for two days to grind the approximately 35 stumps at Evergreen Cemetery.

4. V. J. reported that Don Cotnoir of New Hampshire Monuments will begin his work on Pembroke Street Cemetery during the week of August 15<sup>th</sup> and will stay on that job until it is completed. The currently agreed-upon work is based on a two-year-old list of damaged monuments in the cemetery, and V. J. has noticed six or seven new breaks to gravestones that were repaired in earlier years, and some additional damage.
5. V. J. has talked with Wright-Pierce Engineering of Portsmouth about their written proposal to provide enhanced cemetery data for Pembroke Hill Cemetery through a web-based GIS (Geographical Information System) interface. Wright-Pierce has proposed to provide the town with a revised GIS layer that includes burial plots, names, dates of birth and death, and headstone photography taken by Wright-Pierce for an estimated total cost of \$1,800. The Commission noted that the remaining balance in the fund for improving Pembroke Hill

Cemetery under Article 5 of the 2016 town warrant is \$2,500. The Wright-Pierce proposal is contingent upon the ability of Pembroke's GIS service provider, Cartographic Associates, Inc., to incorporate the new data into Pembroke's existing GIS data. Therefore, V. J. Ranfos will talk with town administrator David Jodoin to be sure that Cartographic Associates, Inc. can transfer the new data. David Richards offered a motion that the town contract with Wright-Pierce for the services described in their proposal dated August 4, 2016, contingent upon approval by town administrator David Jodoin. Fleda Young seconded the motion, which passed unanimously.

6. V. J. Ranfos reported that he had consulted Collins Tree Service regarding the large pine trees with root systems that are lifting the split granite front wall at Pembroke Street Cemetery. Collins bid \$1,640 to prune three white pine trees and one Norway spruce. The Commission discussed the possibility of removing the trees altogether, but could not identify any available budget for such work. V. J. will talk with Public Works director Jim Boisvert to see if any portion of the Public Works budget could be used for such a purpose.
7. Secretary Jim Garvin reported that he has had no reply to the Commission's letter of June 21, 2016, to Bert Whittemore regarding the possibility of acquiring a parcel of Whittemore land to expand Pembroke Street Cemetery independently from attempts to secure an abutting similar parcel from Dr. Fredrick Vega. Garvin noted that the Whittemore family may hold its annual reunion at the Whittemore Homestead and agreed to re-send the letter in the hope that the family might discuss the matter when they are together.
8. Jim Garvin reported that he had received a proposal from Robert Perry of Topographix to examine the area in Old North Pembroke Cemetery near the Cochran graves and the proposed Viken family lot. He reported that he had not yet received a reply to a request to archaeologist Kathleen Wheeler of Independent Archaeological Consulting to attempt an alternative method of locating the original Cochran graves. The Commission agreed to wait until we hear from Kathleen Wheeler before making a decision on the best method of locating the graves.
9. The next regular meeting of the Commission will be held on Thursday, September 8, 2016, at 7:00 p.m. at the Pembroke Town Hall.
10. On a motion by Ellen Paulsen, seconded by Fleda Young, the meeting adjourned at 8:40 p.m.

Respectfully submitted,  
James L. Garvin, Secretary