

Princeton Cemetery Commission Meeting – Monday March 11, 2019
Town Hall Annex - Small Meeting Room
Minutes

April 15, 2019

Present: Charlie Steele, Lou Trostel, Paul Constantino (Late Arrival), Greg Miranda, Ron Milenski, Cemetery Superintendent, Bill Bergstrom and Lynne Grettum.

Absent: No one.

The meeting was called to order by Chairman, Steele at the Town Hall Annex – Small Meeting Room at 7:05 P.M.

Review of January 28, 2019 Meeting Minutes

The meeting minutes for January 28, 2019 were reviewed.

A motion was made by member, Miranda to accept the minutes as written.

The motion was seconded by member, Trostel.

Minutes were accepted. Vote : 4 – 0.

Cemetery Superintendent's Report

Cemetery Superintendent, Bergstrom noted that he is working on formulating fertilizer and lime programs for Woodlawn, South, North and West Cemeteries. His plan is to obtain competitive bids from a few companies.

Cemetery Superintendent, Bergstrom also noted that he is working on obtaining bids for the completion of the project "Creation of Cremation Lots" at North Cemetery and "Pruning Dangerous Dead Wood" from the trees at Meeting House Cemetery.

Bill is also checking on whom and how the "Veteran Plaques" are provided at our cemeteries.

Lynne Grettum – Cemetery Data Base, Additional Information and Discussion

Lynne Grettum, Town Clerk and former Cemetery Commission Member noted that she is retiring on April 30, 2019. Her plan is to update the "Cemetery Data Base" on or before April 30th. Lynne mentioned that maintaining the "Cemetery Data Base" was part of her job as Town Clerk. During her 12 year tenure she has compiled – Deeds, Photos, Burial Records, etc. The "Cemetery Data Base" will be available to the Cemetery Superintendent for his practical utilization. She is not sure who will maintain the "Cemetery Data Base" moving forward. Will it be a job function of the new Town Clerk or should the Cemetery Superintendent assume the job duty?

Member, Miranda mentioned that he would be willing to volunteer to assist in updating and maintaining the "Cemetery Data Base". All members noted their appreciation to him for offering to assist on this important process.

Other topic and issues that Lynne reviewed with the group included:

1. **“75 Year – Lot/Plot Buy Back Option”.** This program has been utilized successfully in the past. The brief details related to this program are that if a Lot/Plot is not utilized within 75 years of its purchase, the Princeton Cemetery Department/Commission can contact the owner/survivors or place a notice in local newspapers or media and offer to “Buy Back” the lot/plot. Lynne noted that this obviously, is helpful regarding restoring our inventory of useable cemeteries lots/plots, which are being rapidly diminished.
2. **Ground Radar.** Lynne noted this service/process has been utilized at Woodlawn, South and West Cemeteries. This is a purchased service that locates underground items such as caskets, urns or other subsurface items. The obvious use of this service is to identify occupied lots/plots and to maintain an accurate inventory of sellable lots/plots.
3. **Senior Tax Work Off Program.** Lynne noted that this program has been amended for the upcoming year. The program will now offer a total of 150 work hours per household at \$11.00 per hour. She mentioned that Charlie Albrecht who has maintained Parker I Cemetery may not be eligible for this program this year since his wife has already numerous hours related to this program with Lynne at the Town Clerk’s office.
4. **Lot 85 in the 1956 Section of Woodlawn Cemetery.** Lynne mentioned that she will need to perform a lot swap to correct an error related to this lot. This is a correction of the Cemetery Data Base. She will complete this correction before she retires.

The members of the Cemetery Commission/Department expressed their appreciation to Lynne for her service to the town as both a member of the Cemetery Commission and her position of Town Clerk.

Memorial Day Observance – May 26,2019, 1:00 P.M. – 3:00 P.M.

Chairman, Steele noted that he is a now member of the “Memorial Day” committee. He mentioned that the preparations of weekly mowing and clean up, needs to be complete before this event so that the cemeteries look groomed, neat and fully presentable. Cemetery Superintendent, Bergstrom will follow up to insure that the “Veteran’s Plaques and Flags” are in place and that the mowing contractor performs the mowing service as stated per the specifications.

Review and Discussion of Cemetery “Project List”

The Cemetery “Project List” items were covered by Superintendent, Bergstrom in his report.

South Cemetery - “Remove Abandoned 18 Wheel Truck”

Member, Milenski noted that he did email the Town Administrator regarding the “Abandoned 18 Wheel Truck” near South Cemetery. He has yet to have a response from Nina, but he will contact her again and report regarding this “Project List” item at the next meeting.

Other Items

Member, Miranda also noted that besides assisting with the Cemetery “Data Base” he will contact and work with the Boy Scouts to plan a project to collect, catalog and store the broken “Memorial Stones” at all cemeteries. This project was originally suggested by Superintendent, Bergstrom and he will supervise and work with member, Miranda.

Member, Milenski mentioned that he has an inventory map of Woodlawn Cemetery that was prepared by former Cemetery Superintendent, Andy Brown. The map was prepared approximately 3 years ago and utilized “Ground Radar” to maximize its accuracy. He will bring it to the April meeting and give it to Superintendent, Bergstrom.

Next Meeting – April 22, 2019

Chairman, Steele set the time and date for the next meeting, 6:00 P.M. on April 22, 2019. The members will meet at Woodlawn Cemetery and then proceed to South and Meeting House Cemeteries for inspections. The monthly Cemetery Meeting will convene at the Town Hall Annex - Small Meeting Room, after the inspections.

Member, Steele motioned to adjourn.

Seconded by Member, Constantino.

Motion Passed: 5 – 0.

Meeting adjourned at 7:53 P.M.

Submitted by Ron Milenski, Secretary
PCCminutes 3.11.2019