

**Princeton Cemetery Commission Meeting – Wednesday June 24, 2020**  
**In-Person Meeting @ Woodlawn Cemetery**  
**Minutes**

**Present:** Chair Charlie Steele, Lou Trostel, Paul Constantino, Lynne Grettum, Greg Miranda

**Absent:** Cemetery Superintendent Bill Bergstrom

**The meeting was called to order by Chairman Steele at 5:10 P.M.**

This meeting was held in-person outdoors at the Woodlawn Cemetery.

**Review of June 1, 2020 Meeting Minutes**

The minutes for June 1, 2020 were reviewed without comments.

L. Grettum motioned to accept the minutes as written, seconded by L. Trostel.

The motion passed. Vote: 5-0.

**Cemetery Inspection Review**

A list of observations was compiled by G. Miranda, combining the inspection reports from various individual members. The inspections were performed recently within the past couple of weeks. The combined report was distributed to the Commission members and Cemetery Superintendent by email, and reviewed at the meeting. After a few minor changes, the list was approved for submission to the Superintendent for further attention, and will be included as an attachment to these meeting minutes.

The routine maintenance of the cemeteries was considered to be acceptable. The recent drought condition has resulted in the grass drying out and turning brown in various areas. There were numerous observations, though most were regarding minor issues such as overhanging branches and overgrown vines and bushes. There are a new set of broken or fallen headstones in need of attention. Some perennial issues continue, such as erosion on the hill of North Cemetery, and the need to have the guard-rail repaired and the abandoned tractor-trailer truck removed on Ball Hill Road adjacent to South Cemetery.

**Cemetery Superintendent's Report**

Superintendent Bergstrom was not able to attend the meeting. C. Steele noted that there were 2 upcoming burials scheduled.

**Veterans' Flag Holders**

There is a need for more flag holders (veterans' markers and aluminum stakes) for use on the Veterans' graves. C. Steele was able to find a source for the materials and will give that information to Superintendent Bergstrom so he can order more.

**Cemetery Management Software**

There was not time for any significant progress since the last meeting regarding cemetery management software. L. Grettum plans to perform further research into 3 companies that she has been examining – CIMS, Plotbox and Cemetery Find. G. Miranda volunteered to help survey other companies. There is a goal to compile information about the various

companies into Excel, to facilitate discussion and review by the entire Commission. It is hoped that more results will be available by the end of July.

**Items not anticipated by the Chair 48 hours before meeting**

The status of the cemetery maintenance contract was discussed. The finalization of the contract is in the works between the Town Administrator and Einstein's Solutions. It appears that the contract is still set for a three-year period rather than just one, though the town can exit at any time with sufficient notice as designated in the contract. The Commission remains highly in favor of the eventual transfer of cemetery maintenance from an external contractor to the Town Highway Department.

Lynne Grettum noted that she has applied for a renewed 3-year term on the Commission, which the members greatly appreciated. Chair Charlie Steele announced that he was not intending to renew his membership when his current term expires on June 30, 2020. The members are very grateful for his efforts over the past several years as both Member and Chair, and will miss his contributions going forward.

**Next Meeting – July 20, 2020**

The next meeting was tentatively scheduled for Monday July 20, 2020 at 7:00 PM. The location of the meeting remains TBD, depending upon conditions at that time. The members would prefer to meet in-person if possible.

L. Grettum motioned to adjourn, seconded by P. Constantino, passed unanimously. Meeting adjourned at 6:19 P.M.

Submitted by Greg Miranda, Secretary  
PCCminutes 630.2020

Attachment 1 –

# **Cemetery Commission Meeting Minutes 6/24/2020: Attachment 1**

## **Observations from Cemetery Inspections – June 2020**

### **Woodlawn Cemetery**

- Austin headstone 1956 section off its base
- Lack of grass in some areas of 1956
- Small tree branches hanging over Blanchard grave in 1986, and over Beaman grave next to well
- Dead tree limbs on ground in woods near Minott lot in 1986
- Vine overgrowth on Francine Ball grave in 1986
- Poor grass coverage in 1986; drying out and browning, looks like it is partially associated with traffic in some areas
- Rotted tree at the back of Main Section near Thompson lot
- Storage area – location and status of inventory
- Pot holes and general condition of the driveway
- Pile of loose dirt developing near Waterhouse bench, looks like animal hole

### **South Cemetery**

- Small flowering trees need trimming
- Gleason rhododendron is overgrown and needs to be cut back or removed
- Guardrail repair on Ball Hill Road side needs to be repaired by the Highway Department
- Headstone broken in halves, leaning on Brook gravestone near entrance
- Empty base without a headstone next to Nahum Wilder lot
- Guardrail along Ball Hill Road needs repair
- The abandoned trailer truck remains across the street on Ball Hill Road

### **West Cemetery**

- Turf looking bare in the middle of the front section on entrance hill
- Broken headstone, Hannah Clark
- Broken headstone, Aaron Rice, in second row on left from entrance
- One small headstone at end of first row on left from entrance, detached from base
- Two broken headstones several rows from the back on the right side:
  - Betsy Moore, whole stone broken off from base
  - Unknown, broken off part way
- Weeds under large tree on left in towards back need trimming
- Multiple large shoots growing where oak tree was cut down in middle of cemetery need to be cut
- Small patches of poison ivy along far-left stone wall

### **North Cemetery**

- 3 Banks up on right, embankment eroding away and needs reinforcement

- 4 Banks up on left, a whole headstone has fallen over unbroken, next to Freelove grave, needs resetting in ground
- At top of stone steps on left, the Sawtell headstone has broken off partway up; the upper section has old repairs to multiple fractures but still appears intact
- 4 Rows up from end of steps on left, headstone next to Clerimond (?) is down
- 5 Rows from end of steps on left, Byron Giles headstone is down
- Another 5 rows up from there, loose headstone is leaning against another
- Several rows from back end, small headstone is broken off base
- Trim back low hanging branches near Harold Kinner grave– on left near top
- Trim back branches hanging over stone wall at back of cemetery
- Review all large trees
- Trim back or pull out oak behind Daniel Howe grave- 2<sup>nd</sup> row on right after end of walkway at top of hill
- 2 dead Ash trees just outside right side stonewall near J Getchell/behind Osgood should be taken down
- Small patch of poison ivy along lower right stone wall
- Maple sapling growing in middle of bushes at top center, should be removed

### **Parker 1 Cemetery**

- General maintenance condition is good

### **Parker 2 Cemetery**

- Remove two dead Evergreen shrubs on either side of OEHME headstone
- 1 Small and 1 large dead oak next to left hand stonewall near entrance should be taken down
- Cut-up logs just beyond stone wall on Parker Rd side
- In the long row at the top of the hill in front of large tree:
  - 1 propped up headstone broken off base, old marble, illegible
  - 2 graves to the right of that, one stone ‘seriously’ leaning
  - Two rows in front of the above, 1 broken headstone, David Guild

### **Meetinghouse Cemetery**

- Several broken slate headstones, old damage, slate is difficult/impossible to repair
- 1 Broken small marble headstone, top half is off, looks like it had previous repairs

### **Boylston Cemetery (Private)**

- Poison Ivy around two large stumps
- White flowering woody bush is overgrown and should be trimmed and cleaned up