

**Princeton Cemetery Commission Meeting – Monday October 19, 2020**  
**Post Office Place – Council on Aging Meeting Room**  
**Minutes**

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

**Absent:** None

**Attending:** Bob Temple, Amy Holwell, Andrew Brown

**The meeting was called to order by Chair Grettum at 7:07 P.M.**

**Review of Meeting Minutes from 8/17/2020 and 9/21/2020**

The meeting minutes from 8/17/20 were reviewed without comment. Motion by L. Trostel to approve, second by P. Constantino; the vote was unanimous to approve.

The meeting minutes from 9/21/20 were reviewed without comment. Motion by P. Constantino to approve, second by L. Trostel; the vote was unanimous to approve.

**Actions Regarding Superintendent Search**

There were three applicants for the position of Cemetery Superintendent. The applications were reviewed and the candidates discussed. One of the three candidates stood out as having previous experience as the former superintendent in Princeton. The other two candidates had no relevant experience.

A motion was made by P. Constantino to accept the application of Andrew Brown for the position of Cemetery Superintendent, seconded by G. Miranda. The motion passed by a vote of 4 – 0. Chair Grettum to inform the Town Administrator and Selectboard.

**Acting Cemetery Superintendent Report**

Chair Grettum introduced Andrew Brown, who had been appointed as Acting Cemetery Superintendent by the Selectboard at their 10/11/20 meeting. (This information was not known to the other commission members prior to the vote regarding a full-time candidate.)

A written status report was presented by Acting Superintendent Brown which included the following items:

- Burials – Two cremation burials in Woodlawn Cemetery.
- Lot Sales – Two lots were sold in North Cemetery: 1 cremation lot and 1 full lot (cremation only)
- Maintenance contractor Einstein's Solutions is doing a good job cutting and trimming the cemetery lawns.
- Three monuments were personally repaired on-site. Numerous other monuments are in need of repair, some broken and some needing re-standing. Is any money available from Historical Commission for repair purposes?
- Lots in the 1986 section of Woodlawn Cemetery were renumbered to reflect actual locations.

- Coordinated with the Highway Department regarding a plan for grave openings and closings. An excavator will be rented as needed from Northeast Construction, and labor will be provided by the Highway Department. The rental cost is \$60/hour, and it is estimated the time required for a full burial would be about 4 hours. Perhaps a used excavator could be jointly purchased between the Cemetery and Highway Departments in the future?
- Arrangements have been made with Bruce Rollins to act as backup in the event that the Superintendent is unavailable.
- There are numerous issues of bushes and saplings overgrowing their bounds or obscuring monuments, maintenance which is outside the lawn care provided by Einstein.

An estimate of the number of available lots was presented:

- Woodlawn – 50 full body lots
- South – 130 full body lots
- North – 37 cremation-only lots

A number topics were listed for discussion regarding future projects. There was not time for discussion at this meeting; the project ideas will be added to the agenda for the next meeting.

### **Burial and Communication Process Update**

Finalizing the updates has been delayed by time demands regarding the upcoming election. L. Grettum plans to complete the updates as soon as possible, and expects that it will be helpful to have a Superintendent in place who can assist regarding the definitions of responsibilities, chain of command, and so on.

### **Commission Member Opening**

The Commission had previously received an application to fill the currently open seat. The application was reviewed at the 9/21/20 meeting, and approved for follow-up action. The candidate, Amy Holwell, was invited to attend tonight's meeting and was present via remote-connection. Ms. Holwell discussed her interest in the historical aspect of cemeteries, and in volunteering to serve on a town committee.

G. Miranda made a motion accept the application, seconded by P. Constantino. The motion passed by a vote of 4 – 0. The Members welcomed Amy to the Commission. Chair Grettum to inform the Town Administrator and Selectboard.

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

L. Grettum noted that the Selectboard was holding a breakfast meeting for representatives of all the town boards and committees on 10/28/20 at 9:00 am. The representatives were asked to present short overviews of current activities and plans of their respective groups. P. Constantino volunteered to attend the meeting on behalf of the Cemetery Commission.

### **Schedule Next Meeting**

Chair Grettum assigned the next meeting date to Monday November 16, 2020, to again be held in the Council on Aging Meeting Room in Post Office Place, at 7:00 PM. Members were invited to send suggested agenda items.

P. Constantino motioned to adjourn, seconded by L. Trostel, passed unanimously.  
Meeting adjourned at 7:57 P.M.

Submitted by Greg Miranda, Secretary  
PCCminutes 11.14.2020