

**Princeton Cemetery Commission Meeting – Monday November 16, 2020**  
**Remote-Meeting via GoToMeeting**  
**Minutes**

**Present:** Lynne Grettum, Paul Constantino, Amy Holwell, Andy Brown, Greg Miranda (joined at 7:15)

**Absent:** Lou Trostel

**The meeting was called to order by Chair Grettum at 7:04 P.M.**

**Review of Meeting Minutes from 10/19/2020**

The meeting minutes from 10/19/20 were reviewed without comment and approved by unanimous vote.

**Update on Appointments**

Two new positions were approved by the Selectboard.

Amy Holwell was appointed to fill the remainder of a vacant 3-year term as member of the Cemetery Commission, with term to end on 6/30/2023.

Andrew Brown was appointed to fill the remainder of a vacant 1-year term as Cemetery Superintendent, with term to end 6/30/2021.

**Cemetery Superintendent Report (see Attached for details)**

Burials: 1 cremation- Woodlawn 1956      Lot Sales: none, 1 pending

Superintendent Brown commented that Einstein has done a good job, and we should consider keeping them going forward.

In addition to Andy's regular work, he provided a list of activities performed outside of his Cemetery Superintendent job description including the following:

- Open and closed Percival grave
- Cut and disposed of a fallen tree and trimmed a large rhododendron
- Repaired and leveled several monument stones
- Installed a Veteran's footstone

Chair Grettum inquired as to the reason Andy did the grave work instead of the highway depart. He replied that the Highway Superintendent was out of town, and he could not make contact with his designee. Lynne suggested that she and Andy discuss the communication breakdown with Ben as they document the cemetery processes.

RE: Other work outside of job description. In the past the previous Town Administrator, Nina Nazarian, agreed to pay Andy an hourly wage for that type of activity. Chair Grettum will meet with the current Town Administrator, Sherry Patch, to obtain approval for resuming this practice.

RE: Veteran's footstone installation – Needs further discussion as we discontinued this activity under the previous Cemetery Superintendent.

Andy also asked the Commission about leaving the flags up, lights on, and veteran's markers in place through the winter. The Commission voted unanimously to do so.

## **Project Review**

The Superintendent's Report listed a variety of maintenance issues that could use attention along with some future project ideas. Chair Grettum has begun drafting a project list which included some approximate cost estimates provided previously by Andy. Lynne noted that there should be around \$4000 currently available in the Cemetery Revolving Account.

There was discussion about how to prioritize some of the larger-scale projects. It was difficult to reach a consensus, especially given the limited funds available. There are projects that involve improvements to the cemetery grounds (e.g., flagpoles, stairways, extended maintenance), projects that would expand the number of plots available in existing cemeteries (e.g., North and South Cemeteries), and that involve the purchase of equipment or software.

In order to facilitate the discussion regarding projects and extended maintenance work, it was decided that the Members would meet with the Superintendent for a tour of the town cemeteries, on Friday 11/20/2020 at 1:00pm starting at Woodlawn Cemetery.

In the meantime, there was agreement to focus on smaller, short term items at present, while re-evaluating larger projects again after our tour of the cemeteries. A motion was made by G. Miranda to approve having the Superintendent begin working on items #1-5 on his "work needed to be done" list from his November report, under the provisions of the hourly pay for extra work already discussed. The motion was seconded by A. Holwell and approved unanimously.

There were individual proposals to address some outstanding issues. P. Constantino will speak to the Highway Superintendent regarding repairs to the damaged guard rails in front of South Cemetery, as well as the abandoned tractor-trailer truck across the street. A. Holwell will speak to the Historical Commission about possible coordination regarding monument repairs, and funds which might be available for same.

Superintendent Brown raised a question about developing a new model for the performance of routine cemetery maintenance work, such as bringing it back in-house under the Highway Department. The Commission remains interested in the idea, and having a superintendent on-board may help with progress.

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

Chair Grettum was approached regarding the Civil War monument plaque on the Town Hall wall. The monument is deteriorating in its current location, and there was a question whether the Cemetery Commission could assume responsibility for its relocation and care within one of the town cemeteries grounds? The Commission decided that this would not be an appropriate arrangement. A primary concern was that the monument was meant to be exhibited in a more public setting than a cemetery, besides the fact that we don't have any funds for the purpose. It was thought that the Historical Commission might be a more appropriate partner in the location and preservation effort.

### **Schedule Next Meeting**

Chair Grettum assigned the next meeting date to Monday December 14, 2020, to again be held remotely via GoToMeeting, at 7:00 PM. Members were invited to send suggested agenda items.

P. Constantino motioned to adjourn, seconded by G. Trostel, passed unanimously.  
Meeting adjourned at 8:32 P.M.

Submitted by Greg Miranda, Secretary  
PCCminutes 12.12.2020