

Princeton Cemetery Commission Meeting – Monday February 8, 2021
Remote-Meeting via GoToMeeting
Minutes

Present: Lynne Grettum, Amy Holwell, Andy Brown, Greg Miranda

Absent: Lou Trostel, Paul Constantino

The meeting was called to order by Chair Grettum at 7:10 P.M.

Review of Meeting Minutes from 11/20/2020 and 1/4/2021

The minutes from the 11/20/20 inspection tour of the town cemeteries were reviewed without comment, and approved by unanimous vote.

Minutes from the 1/4/21 meeting were reviewed. After a change in language in one section, the amended minutes were approved by unanimous vote.

Cemetery FY22 Budget Submission

Chair Grettum briefly reviewed the FY22 budget submission to be presented to the joint Advisory Committee/Selectboard Review, scheduled for 2/23/2021. Superintendent Brown may also attend the Review meeting in order to provide more detail regarding our maintenance issues. Lynne had the opportunity to present some of our needs regarding tree removal during discussion at the Selectboard's Committee breakfast meeting.

Cemetery Superintendent Report (see Attached for details)

There were no burials or lot sales in past month.

The large rotted beech tree in Woodlawn Cemetery was removed by Dave's Tree Service. The cost was \$1540; funds to cover expense will come from the town tree removal fund.

Some initial work involving the Ollila landscape project in Woodlawn was started after receiving permission from the Conservation Commission, which included stipulations. All of the trees scheduled for removal were taken down. Execution of the remainder of the plan, including new plantings, awaits final approval of the complete plan by the Conservation Commission, and final acceptance of the donation by the Selectboard.

The Conservation Commission found two areas where the Woodlawn Cemetery grounds are abutting wetland buffer zones, including a location that has been historically used for depositing clean fill left over from burials. It does not appear that remedial actions will be required. Changes to be instituted include finding a new location for the leftover fill, and posting of "No Dumping" signage.

Status – Outstanding Action Items

Documentation of burial practices and policies (including escalation and back-up procedures).

Drafts of these documents were started last year by L. Grettum, and not completed prior to hiring a new Superintendent. Lynne is to coordinate final drafting with A. Brown, followed by a review by the full Committee. There was a question whether Bruce Rollins was ready to act as a backup for Andy?

Updating of Cemetery-related information on the town website.

A.Brown to review current online presentation for potential editing.

Possible issues for the Historical Commission.

There are a number of maintenance projects that might be subject to action by or coordination with the Historical Commission.

In South Cemetery, the paupers' grave area is in need of some sort of memorial or plaque, along with boundary markers to delineate the area.

In Meetinghouse Cemetery, the crypts in the corner beyond the entrance need repairs, including holes developing in the roof areas. There is a 'coffin' shaped box sitting beyond the rear stone wall containing pieces from broken monuments, which should be relocated. The metal-pipe fencing around central area could use repairs or removal.

There are a variety of broken or fallen memorials in different cemeteries which are in need of repair.

L. Grettum and A. Holwell are to make a presentation regarding these maintenance issues at a future Historical Commission meeting, including the use of pictures Amy took during inspection tour to help illustrate the need.

Guard rail and tractor trailer truck at South Cemetery.

The Commission has been agitating for some time to have repairs performed to the damaged guard-rail fencing along Ball Hill Road. There has also been an abandoned trailer truck sitting on private land across the street on the same Ball Hill Road section for many years. Despite occasional seasonal decorations, the truck remains an eyesore. P. Constantino is to raise issues again with the Highway Department.

Stair construction at entrance of West Cemetery.

G. Miranda to investigate construction of some kind of stairway to facilitate entry to West Cemetery. The current path goes up steep rough hill that presents difficulty for anyone with mobility issues. The task is on hold while waiting for the results of an upcoming town-wide accessibility review.

Cost of full burial using assistance from Highway Department.

A.Brown will come up with best estimate for actual cost of full burial using the current plan, using rental of digging equipment and supplemental labor from the Highway

Department. The current estimate is \$600-800, including 12 hours labor. Andy continues to investigate other sources for equipment availability.

Search for cemetery management software (CMS).

Progress is needed on the stalled search for a new CMS package. L. Grettum and G. Miranda are to jointly research the available software.

Project Discussion - continued

Final prioritization of maintenance projects will be addressed after the budget process is completed, when the actual amount of money approved is known.

An idea was introduced by A. Holwell regarding ways to help raise public awareness about and interest in the town's cemeteries, many of which are historic in nature. Possibilities include educational visits by Thomas Prince students. Whether any interest groups might be helpful with fundraising, increased visibility may facilitate approval of town budget requests.

Items not anticipated by the Chair 48 hours before meeting

Superintendent Brown raised a point about the advisability of training an assistant in the practical details of burial procedures, who could replace him in case of emergencies and/or in the future.

Schedule Next Meeting

Chair Grettum assigned the next meeting date to Monday March 15, 2021, to again be held remotely via GoToMeeting, at 7:00 PM. Members were invited to send suggested agenda items.

G. Miranda motioned to adjourn, seconded by A. Holwell, passed unanimously.
Meeting adjourned at 8:31 P.M.

Submitted by Greg Miranda, Secretary
PCCminutes 3.12.2021