

**Princeton Cemetery Commission Meeting – Monday June 21, 2021
Town Hall Annex - Large Meeting Room and GoToMeeting
Minutes**

Present: Lynne Grettum, Lou Trostel, Greg Miranda, Paul Constantino, Andy Brown

Absent: Amy Holwell

The meeting was called to order by Chair Grettum at 7:00 P.M.

Review of Meeting Minutes from May 17, 2021

The minutes from the 5/17/2021 meeting were reviewed, and approved as written by unanimous vote, 4-0.

Cemetery Superintendent Report (see Attached for details)

Highlights:

- 2 Burials performed (1 full, 1 cremation); 3 cremation burials scheduled in coming month.
- The performance of the maintenance contractor, Einstein, has fallen off some from their initial quality. Superintendent Brown has been in touch and will be seeing that they maintain proper standards.
- Progress continues on numerous maintenance projects – signage placement, monuments straightened, pothole repair in Woodlawn driveway, and repairs to the paving stones walkway in North. Work has been facilitated by the good performance of the new assistant to the Superintendent.

Other Discussion:

- The town-wide tree removal work was recently put out to bid. The tree removal budget funds will probably be encumbered to extend the window for spending until September.
- The finished Ollila landscaping project was accepted by the Selectboard. The wetlands signage immediately bordering will be replaced with something more becoming.

Proposed Fee Schedule Update

The new Cemetery Fee Schedule, which we approved at the May 17, 2021 meeting, was approved by the Selectboard at their June 15, 2021 meeting. The new fee schedule will go into effect at the start of FY22.

Capital Budget Submission Request

Chair Grettum noted that a request had recently been received for a department capital budget submission, with a due date of July 7. It will not be possible to meet that deadline, and it was agreed that an extension should be requested.

Action Item Update

- Flowers were obtained for the Woodlawn Cemetery planters by A. Holwell, and they will be graciously watered by Phyllis Booth.
- L. Grettum discussed the crypt repair in Meetinghouse Cemetery with the Historical Commission. This could become a joint-project involving both commissions.
- Investigation of Cemetery Management Software has been continuing. The candidates have been narrowed down to a reasonable number. L. Grettum and G. Miranda will be meeting in the near future to discuss the next steps of evaluation.

Rules and Regulations Discussion

Discussion was held among the Members and the Superintendent regarding potential changes to the Cemetery Rules and Regulations. The intent was to begin the process of consideration, with a goal to finalize any modifications by the end of the summer.

There are some factual updates required, such as the fact that the Cemetery Department is not going to continue supplying mulch (Section I-11.g), and cremation vaults are no longer included in the burial fee (Section III-4).

Some modifications were discussed regarding points where the regulations might be simplified, clarified, or consolidated, including:

- The statement regarding liability;
- Planting regulations, including shrub restrictions and owner responsibilities;
- Decoration allowances;
- Emphasis on the Superintendent's authority and responsibility for modifying or removing non-conforming plantings, decorations, etc.;
- Clarification of Section IV-1.d, width of monument on dual lots.

Considerations regarding policy changes were also discussed. Superintendent Brown mentioned issues with vertical monuments on cremation lots in North Cemetery. While particularly acute in North, this is a policy that needs clarification throughout all of the town cemeteries. There is no current differentiation in the rules between monuments for full and cremation lots. The general sentiment favored a limitation of flat markers only for cremation lots due to space and maintenance considerations, while realizing that this can be an emotional issue.

Limitation on space for new graves will be a problem in the near future and beyond. This is bound to be a major topic in our long-term planning, but is also a relevant factor in current policies. For example, Superintendent Brown raised the topic of distinguishing locations between single and multiple-lots when making new sales. Members agreed that it would be more efficient to reserve existing lots in even numbered groupings for sales by pairs, and selling single lots in other available spaces.

Another policy area relating to space considerations is the topic of the number of burials allowed in a given lot. Currently, a single full burial is allowed in a single lot, and no change is intended there. However, it is possible to perform a cremation burial on top of an existing full burial or more than one cremation burial in a cremation lot; those are not new practices. With the

increasing prevalence of cremation burials, there has been a corresponding increase in requests for multiple-burial internments. The Members and Superintendent agreed that there is a need for policy that defines limits going forward. During discussion, it was felt that four cremation burials in one cremation lot might be a reasonable number. Further consideration is required, including specific limits for different lot sizes.

Items not anticipated by the Chair 48 hours before meeting

None

July Agenda Items

Chair Grettum intends to continue the review of the Cemetery Rules and Regulations.

New Action Items

L. Grettum and G. Miranda – Meet to discuss the next step in process of evaluating CMS vendors.

Schedule Next Meeting

Chair Grettum scheduled the next meeting for Monday July 12, 2021 at 7:00 PM, to be held in the town hall annex. July is the beginning of FY22 and the start of our new meeting schedule, now set for the second Monday of the month, rather than the third.

A motion was made to adjourn, seconded, and passed unanimously, 4-0.
Meeting adjourned at 9:05 P.M.

Submitted by Greg Miranda, Secretary
PCCminutes 6.24.2021