

**Princeton Cemetery Commission Meeting – Monday July 12, 2021
Town Hall Annex - Large Meeting Room and GoToMeeting
Minutes**

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

Absent: Amy Holwell

Attending: Joyce and Doug Anderson (remotely)

The meeting was called to order by Chair Grettum at 7:03 P.M.

Review of Meeting Minutes from June 21, 2021

The minutes from the 6/21/2021 meeting were reviewed, and approved as written by unanimous vote, 4-0.

Election of Officers

Annual election of Committee Officers.

Position of Secretary/Clerk:

P. Constantino nominated Greg Miranda, seconded by L. Grettum. Vote was approved, 4-0.

Position of Chair:

P. Constantino nominated Lynne Grettum, seconded by L. Trostel. Vote was approved, 4-0.

Cemetery Superintendent Report (see Attached for details)

Highlights:

- 1 Cremation burial performed; 3 cremation burials scheduled without firm dates.
- Brush and branch cleanup around perimeter of Woodlawn Cemetery performed by assistant Zeb with Doug Anderson. Zeb straightened 3 monuments.

Other Discussion:

- Two bids were received for the town-wide tree removal project. Tree Warden Tom Sullivan to decide on next step.
- Members approved purchasing a 20-25 ft flagpole by Superintendent Brown, for installation at North Cemetery; exact location to be determined. A question remains regarding power for lighting – wired or solar?
- Members also approved stump-grinding, particularly in Meetinghouse Cemetery.
- Commission to send email to the Historical Commission asking for any concerns or input regarding the location of a future flagpole at Meetinghouse Cemetery.
- Question raised about repair of crypts at Meetinghouse Cemetery, which are becoming a liability. Joyce Anderson, a Historical Commission Member, was in attendance and observed that the Hist Comm prefers repairs using materials that match the existing structure. Current unknowns include the cost of repairs, where the repair money will come from, and who will be in charge.

Anderson Tree Donation Proposal

A proposal was presented by Joyce and Doug Anderson to plant a tree in memory of their daughter, in the vicinity of their family plot in Woodlawn Cemetery. The tree would be installed by a professional landscaper, and would be donated by the Andersons.

The Members and Superintendent viewed the concept favorably, but had concerns about the space considerations and not intruding on neighboring graves. Superintendent Brown plans to meet the Andersons at the cemetery Friday 7/16, to evaluate location possibilities in person. Andy will coordinate with Members to consider his observations as required.

Financial Update

Chair Grettum was just finishing a written update of current financial status, and provided a brief summary; finished copy to be forwarded to Members in near future. The Cemetery Department budget request for FY2022 was approved in full at town meeting. It is expected that there will now be sufficient funds to cover annual maintenance plus make progress on outstanding repair projects.

Rules and Regulations – Continued Discussion

Limited time remained for discussion on this topic. Chair Grettum presented an edit of the cemetery rules & regulations incorporating some of the changes discussed previously; primarily removal of some inaccurate statements and language clarification. Members were in favor of the changes.

The major remaining points for consideration involve possible limitation of markers to be used for cremation lots, and policy regarding the number of cremation burials that may be performed in a given lot size and type. Discussion to be continued; these are policies that have public impact which Members do not wish to decide in haste.

Items not anticipated by the Chair 48 hours before meeting

The Andersons raised a question about how to pass along decision-making authority over the larger family plot to another relative in the future. Chair Grettum said there was no formal process, but suggested that they provide a written letter as the current owners, clearly stating their intentions regarding future authority, and with both their signatures notarized. The town would then keep that document on file with the cemetery deed, which should keep the status clear going forward.

Action Item Update

- L. Grettum and G. Miranda held a meeting to discuss next steps in evaluation of Cemetery Management Software. Agreed to each contact two providers for more in-depth information. G. Miranda also to investigate free trial versions of software.
- L. Grettum to send finished Financial Update to Members.

- Superintendent Brown to communicate with Chair Grettum the results of on-site evaluation of locations for Anderson tree donation. Make decision about how and when to share findings with remaining Members for quickest follow-up.
- L. Grettum to send email to Historical Commission regarding location for flagpole at Meetinghouse Cemetery.
- Undecided – next steps in Meetinghouse crypt repair?

Schedule Next Meeting

Chair Grettum scheduled the next meeting for Monday August 9, 2021. The meeting will start on-site at North Cemetery at 6:00 PM.

The intent is for Members to make a final decision on flagpole placement, to observe problem areas relating to cremation graves and monument placement, and to review the lower area for possible expansion of new cremation lots.

The meeting may further travel to Woodlawn Cemetery if review of possible locations for the Anderson tree donation is necessary at that time.

A motion was made to adjourn, seconded, and passed unanimously, 4-0.
Meeting adjourned at 8:31 P.M.

Submitted by Greg Miranda, Secretary
PCCminutes 7.15.2021