

Minutes
Princeton Cemetery Commission Meeting – Monday November 29, 2021
Town Hall Annex – Small Meeting Room and GoToMeeting

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

The meeting was called to order by Chair Grettum at 6:34 P.M.

Review of Meeting Minutes from October 27, 2021 and November 8, 2021

The minutes from the 10/27/2021 meeting were reviewed and approved as written, by vote of 3-0 (2 abstentions by attendees who were absent).

The minutes from the 11/8/21 meeting were reviewed and approved as written, by a vote of 4-0 (1 abstention by attendee who was absent).

FY23 Budget Preparation

The final details of the FY23 Budget proposal were discussed, in preparation for the December 2 submission deadline. An overall outline had been developed at the previous meeting, though some reductions would be necessary to meet the town requested decrease of 3% in overall funding.

The only section of the budget not involving fixed expenses is the Miscellaneous account. This portion covers many different cost categories, including labor by the Superintendent's assistant, tree stump removal, tree limb and brush cutting, monument repairs, and general supplies (seed, loam, cement, tools, etc.). There was extended discussion regarding those details, and what should be prioritized and what might be cut.

The outcome was a decision to remove a request for \$1200 intended to install a new lighted flagpole. The Committee has a goal of installing flagpoles in all the town cemeteries, with a target of one installation per year. It was decided that the funds for a flagpole installation could be taken from the Cemetery Maintenance Expense account. After removing the request for flagpole funding, the proposal for the Maintenance account budget was reduced to \$6350.

The final FY23 Budget Request was as follows:

Management Salary	\$11,907.00
Electricity	\$360.00
Buildings and Maintenance	\$25,824.28
<u>Miscellaneous</u>	<u>\$6350.00</u>
Total	\$44,441.28

Items not anticipated by the Chair 48 hours before meeting

Some topics relating to cemetery maintenance and project work arose during the discussion regarding the budget proposal.

Superintendent Brown reported that all of the tree work scheduled in North Cemetery has been completed. There was some additional tree work required in Meetinghouse Cemetery, which should be part of the Tree Warden's budget for next year.

Chair Grettum reported that the Historical Commission had declined the idea of installing a lighted flagpole at Meetinghouse Cemetery. There was disagreement by P. Constantino, who was asked to follow up with that Commission regarding the details. The decision regarding which cemetery will have the next flagpole installed will be determined later.

Chair Grettum related the details resulting from her meeting with the town Building Inspector in regards to constructing a stairway at the entrance to West Cemetery. Although hand rails were not mandated, installing a stairway would be a significant project involving various engineering requirements. As a project, it entails more planning and expenses than anticipated, and its overall priority will have to be reevaluated.

The veterans' flags in the various cemeteries were being picked up for the winter by L. Grettum; G. Miranda volunteered to help and take care of Woodlawn Cemetery.

Action Item Update

- P. Constantino – Contact the Historical Commission to find out more details about flagpole rejection.
- L. Grettum and G. Miranda – Remove veterans' flags from town cemeteries.
- L. Grettum and G. Miranda – Continue evaluation of cemetery management software.

Schedule Next Meeting

Chair Grettum scheduled the next meeting for Monday January 10, 2022, to be held at 7:00 P.M. in the Town Hall Annex.

A motion was made to adjourn, seconded, and passed unanimously, 5-0.
Meeting adjourned at 8:36 P.M.

Submitted by Greg Miranda, Secretary
PCCminutes 1.9.2022