

**Meeting Minutes**  
**Princeton Cemetery Commission Meeting – Monday August 8, 2022**  
**Town Hall Annex – Large Meeting Room and GoToMeeting**

**Present:** Lynne Grettum, Paul Constantino, Doug Anderson, Greg Miranda, Bruce Rollins, Lou Trostel (remotely)

**Absent:** None

**Parker II Cemetery Inspection**

The attendees gathered at Parker II Cemetery around 6:30 PM. Members made a walking inspection of the grounds, then reassembled at the Town Hall Annex for the regular portion of the meeting. (Inspection of Boylston Cemetery was postponed.)

**The meeting was called to order by Chair Grettum at 7:09 P.M.**

**Review of Meeting Minutes from July 11, 2022**

Multiple members did not read the previous minutes prior to tonight's meeting. The review of minutes from 8/11/2022 was postponed until next meeting.

**Documentation of Parker II Cemetery Site-Inspection**

Parker II Cemetery was found to be in general good order. Some previous large monuments which had been in danger of falling have been professionally stabilized. Other than one fallen marker stone in the rear area, the problems were primarily trees and branches in need of removal, including: a large dead branch on the centrally located tree, an oak tree at back right corner, long overhanging branch halfway down right border, and some downed tree trunk sections laying along the front wall. As with the other cemetery grounds, estimates for tree work must be obtained before prioritizing the most urgent work.

**Superintendent Report (see attached report for details)**

**Highlights**

- Two cremation burials in past month: one in Parker II and one in Woodlawn Cemetery.
- One lot sale.
- New DPW employee assigned to cemetery duties will work approximately one day a week with Superintendent Rollins; initial experience predicts that good progress will be made on completing project list.

**Further Discussion**

- Superintendent Rollins has not been successful contacting family regarding solar lights improperly installed at lots in South Cemetery. Commission advises that lights should be removed, and can be stored temporarily while inquiring if family desires return.
- Clearing of dead and undesired growth from oblong-area in between the main and 1986 sections of Woodlawn Cemetery has started; a section of stone wall was exposed which

should be removed. Commission will review area after clearing to decide about new seeding or plantings to be installed.

### **Update from Meeting with DPW Superintendent**

- Chair Grettum met with DPW Superintendent Ben Metcalf to discuss future coordination between departments.
- All billing from the external maintenance contractor Einstein's Solutions and for miscellaneous work will be going through the DPW and handled by B. Metcalf.
- L. Grettum and B. Metcalf to jointly formulate formal work goals for Cemetery Superintendent B. Rollins.
- It is intended that B. Metcalf will be putting out bids for mowing/maintenance contracts early in order to obtain cost information in time for the town FY24 budgeting process. The current three-year contract with Einstein's Solutions expires at the end of FY23. It is possible that DPW may seek to consolidate all town mowing responsibilities under one contract. If no new contract is established, the mowing will need to be performed by DPW.
- The initial integration of DPW and cemetery responsibilities is proceeding very well.

### **Woodlawn Cemetery Inventory**

Superintendent Rollins has been laying out corner markers to more accurately delineate the borders of existing unused lots and also verify inventory of available spaces. This work was started in the 1986 section of Woodlawn Cemetery, and is proceeding as time allows.

- Current count shows 19 available full-lots in Woodlawn 1986 section.
- Exact number of lots remaining in the 1956 and Main sections of Woodlawn to be determined.
- B. Rollins and B. Metcalf jointly assessed the area along rear corner line along east side of the 1986 section, concluding that an additional 10-12 lots could be established with some site-work (clean out and fill of area). This area abuts wetlands and work would require prior consultation with the Conservation Commission.

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

None

### **Schedule Next Meeting**

Chair Grettum scheduled the next meeting for Monday September 12, 2022, to be started onsite at Woodlawn Cemetery at 6:30 P.M. The group will assess the ongoing work cleaning up the oblong-area between Main and 1986 sections and potential new lot placement, then return to the Town Hall Annex – Small Meeting Room for the remainder of the meeting.

A motion was made to adjourn, seconded, and passed unanimously.  
Meeting adjourned at 8:20 P.M.

Submitted by Greg Miranda, Secretary  
PCCminutes 8.10.2022