

**Meeting Minutes**  
**Princeton Cemetery Commission Meeting – Monday October 17, 2022**  
**Town Hall Annex – Small Meeting Room and GoToMeeting**

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

**Absent:** Lou Trostel

**The meeting was called to order by Chair Grettum at 7:02 P.M.**

**Review of Meeting Minutes from September 12, 2022**

The minutes could not be completed ahead of time; review was postponed until the next meeting.

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

**Highlights**

- 1 Full burial performed in Woodlawn Cemetery; no lot sales.
- More lot corner-markers need to be ordered; the initial supply has been used up.
- Entrance gate at West Cemetery has been repaired and re-installed.
- The new DPW employee has quit his position and thus is not available to assist with ongoing cemetery projects and burials as had been expected. Remaining items on the project list have been put off until next spring; DPW is still assisting with burials.

**Further Discussion**

- Superintendent Rollins spoke with members of the Santry family, who have agreed to allow Mrs. Santry's grave to be relocated to its correct lot position, one lot to the side of the current location and out of the access road pathway. The move will be performed at the Cemetery Department's expense.
- Discussion about possible relocation of the flagpole at North Cemetery to the top of the hill, with a solar powered light fixture, was tabled until next spring.

**Decisions on Action Items from September 12, 2022 Woodlawn Cemetery Site Visit**

At the September 12, 2022 meeting, the results of the Woodlawn Cemetery site visit were discussed. Several actions were considered, but not voted upon because only 3 Commission members were present. The discussions were continued at this meeting following the Superintendent report.

The major topic was the potential development of the 'access road' paths within the 1956 and 1986 sections, to be used for additional burial lots. Considerations included the aesthetics of those areas and future access to new and existing lots, along with the need for more lots. Superintendent Rollins estimated that approximately 81 new lots could be developed using the access road space in the 1956 section, and approximately 37 new lots in the smaller space within the 1986 section.

*A motion was proposed by L. Grettum to determine whether the Commission would approve the opening of the access road area in the 1956 section of Woodlawn Cemetery for the development of new burial lots, with the stipulation that new lots be sold starting from the far end (near the wetlands border) first and progressing to the front end (near the main access road) as lots are added. The motion was seconded by G. Miranda. The vote was 4-0 in favor, and the motion passed.*

*A motion was proposed by L. Grettum to determine whether the Commission would approve the opening of the access road area in the 1986 section of Woodlawn Cemetery for the development of new burial lots, with the stipulation that new lots be sold starting from the far end (near the wetlands border) first and progressing to the front end (near the main access road) as lots are added. The motion was seconded by D. Anderson. The vote was 4-0 against, and the motion failed.*

A previously poorly maintained area in the 1986 section of Woodlawn cemetery (between the 1986 addition and the Mason lots in the Main section) has been cleaned out. The final disposition of the area was discussed, with options such as new plantings of trees or shrubs versus simply leveling the ground and seeding with grass.

*A motion was proposed by L. Grettum that the newly cleaned area at the end of the 1986 section be finished by removing stones that don't belong, leveling the ground and seeding with grass. The motion was seconded by D. Anderson. The vote was 4-0 in favor, and the motion passed.*

Regarding continuing repairs to the storage vault:

- Superintendent Rollins spoke to PMLD about reconnecting the broken power line and junction box on the rear of the building. This would reportedly be a large and expensive project, costing thousands of dollars.
- The electrical supply was primarily used for a light fixture inside the vault. It was decided to simply install a battery-powered light along with supply of extra batteries.
- The interior space has been reorganized, cleaned and the walls painted white. The ceiling was not painted due to contamination from animals apparently nesting above. It was decided to remove the existing false ceiling and clean out the ceiling area, then reevaluate. The expectation is that the ceiling space may be left open.
- After cleaning out ceiling area, obtain repairs to close up openings in brickwork on rear of building to deter further animal entry.

Chair Grettum spoke with Superintendent Metcalf from DPW about our concerns regarding maintenance problems at the entrance to Woodlawn caused by various trucks using it as a turn-around. Lynne and Ben will jointly inspect the area and appraise the situation when time allows.

### **Quarterly Financial Review**

Chair Grettum presented a summary of the status of the various Cemetery Department Accounts.

- The cemetery maintenance and miscellaneous accounts (now managed by DPW) are on track with budget expectations and are expected to be sufficient for the remainder of FY23.
- There were no recent expenditures from the other accounts managed by the Cemetery Commission.

- Overall, the cemetery budget is in good condition going forward. There should be funds available for some extra expenses, such as more tree work and the purchase of a cemetery management software package, depending upon the costs.

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

None

**Schedule Next Meeting**

Chair Grettum scheduled the next meeting for Monday November 14, 2022, to be held at 7:00 P.M. in the Town Hall Annex – Small Meeting Room and remotely by GoToMeeting.

A motion was made to adjourn, seconded, and passed unanimously.  
Meeting adjourned at 8:25 P.M.

Submitted by Greg Miranda, Secretary  
PCCminutes 11.10.2022