

**Meeting Minutes**  
**Princeton Cemetery Commission Meeting – Monday November 14, 2022**  
**Town Hall Annex – Small Meeting Room and GoToMeeting**

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

**Absent:** none

**Attending:** Larry Greene

**The meeting was called to order by Chair Grettum at 7:04 P.M.**

**Review of Meeting Minutes from September 12, 2022 and October 17, 2022**

The meeting minutes from September 12, 2022 were reviewed, and approved as written by unanimous vote, 4-0.

The meeting minutes from October 17, 2022 were reviewed, and approved as written by unanimous vote, 4-0.

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

**Highlights**

- 1 Full burial performed in South Cemetery; D. Anderson was able to fill in for the ill superintendent.
- Cemeteries were officially closed for the winter on 11/15/22. The entrance gate to Woodlawn Cemetery will remain open until the first snow fall.
- Annual removal of veterans' flags was performed by the Albrechts.
- A battery-powered light was installed inside the Woodlawn Cemetery storage vault.
- The repositioning of Mrs. Santry's grave was unfortunately not possible due to physical limitations, and will be left in the current location.

**Further Discussion**

- D. Anderson removed all of the old non-functional electrical supply components associated with the storage vault, and sealed up the previous openings in the wall.
- The Chair and Superintendent jointly reviewed the condition of problematic trees in Parker II Cemetery, concluding that they should be stable through the winter.

**Cemetery Commission Vacancy**

A vacancy has opened on the Cemetery Commission following the departure of long-time member Lou Trostel. Notice of the opening will be posted by the Town Administrator.

**FY24 Budget Discussion**

Chair Grettum reviewed some topics related to upcoming FY24 budget planning.

- Current salary for Cemetery Superintendent will be held flat until completion of ongoing town-wide salary survey.

- The current contract for maintenance services with Einstein's Solutions does not contain any mention of possible extensions, and will need to go out for rebidding.
- Chair Grettum will send out copy of current Einstein contract for member review, prior to consideration of possible changes in next contract.
- An updated project list will be provided by Chair Grettum for review, to facilitate planning for work next spring and consideration of future items that could impact budget request.

### **Woodlawn Expansion Discussion with Larry Greene**

An important aspect of managing the town's cemeteries is insuring a sufficient supply of lot spaces for future needs. Most discussions revolve around maximizing the number of lots available within the currently developed grounds. The space is estimated to be sufficient for years to come, though location preference doesn't always match space availability. It will probably be necessary to develop new space eventually, and would be preferable to develop cemetery land already owned by the town versus acquiring new land.

Larry Greene attended the meeting to present ideas about developing some of the Woodlawn property, located in between the 1956 Addition and Connor Lane. The area in question is about one acre in size, is wooded and uneven, and would require significant site-work to be developed for cemetery lot usage. This area has been previously discussed in-committee as a potential development site, with an eye to the future. Larry has a personal interest in developments at Woodlawn Cemetery, and proposed some actionable steps to facilitate expansion efforts.

- Larry has spoken with State Senator Anne Gobi about getting help with obtaining funding for cemetery development work, specifically in regard to funds which may be donated by a local bank.
- Senator Gobi said she would take his proposal directly to the funding institution.
- Larry and his son, Lar, are proposing that they personally perform soil testing and ground analysis of the specified area to gather information about the feasibility of developing for cemetery usage. They would perform the work on a volunteer basis, using any obtained funds for external costs.

*A motion was made by L. Grettum to determine whether the Commission would approve the authorization of Larry and Lar Greene to submit a project proposal for soil and ground analysis of the undeveloped area of Woodlawn Cemetery in order to obtain data pertinent to the feasibility of future use as cemetery lot space, said proposal to include cost estimates for the intended work, and to be presented to Senator Gobi as part of her assistance with applying to obtain the necessary funds. Execution of the project work will be contingent upon obtaining the asked-for funding. The motion was seconded by D. Anderson. The vote was 4-0 in favor, and the motion passed.*

Members wanted to be clear that the proposed survey work was welcomed for the information it could furnish, but that actual development was not imminent and would depend upon ongoing needs and further funding.

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

Town Tree Warden Tom Sullivan has submitted a request for proposals for bidding on a town-wide tree work project next year, bids due 11/27/2022. The proposal included tree work in Meetinghouse Cemetery, but not in Parker II as we anticipated. As noted in the Superintendent Report section, after further inspection of the Parker II trees they were expected to be safe through the winter.

D. Anderson showed members some examples of pictures he has started taking of monuments that are in need of repairs. A complete collection of pictures would be useful when discussing individual monuments and priority of repairs.

G. Miranda gave a quick update on the status of ongoing search for a Cemetery Management Software package. Progress continues to be slow, exacerbated by issues with our current database.

### **Schedule Next Meeting**

Chair Grettum scheduled the next meeting for Monday December 12, 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 8:29 P.M.

Submitted by Greg Miranda, Clerk  
PCCminutes 12.10.2022