

Meeting Minutes
Princeton Cemetery Commission Meeting – Monday February 13, 2023
Town Hall Annex – Small Meeting Room and GoToMeeting

Present: Lynne Grettum, Doug Anderson, Greg Miranda, Bruce Rollins, Paul Constantino

Absent: None

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

Review of Meeting Minutes from January 9, 2022

The meeting minutes from January 9, 2022 were reviewed, and approved as written by unanimous vote, 4-0.

Superintendent Report (see attached report for details)

- Verbal agreement with Highway Department for regular seasonal help and storage of Cemetery Department pickup truck to be stored at Woodlawn Cemetery.
- Additional tree trimming: more damage was caused by storms; a change order to include the new damage resulted in an increase of \$800 for the additional work.
- More corner markers are required to continue the work on permanently marking-out grave lot borders. The price has increased to \$10 each which seems unreasonable; Superintendent Rollins intends to substitute ‘home-made’ markers using stainless steel bolts and washers.
- Under MGL we are required to maintain the veterans’ markers. Many are in need of attention. D. Anderson suggested the possibility of obtaining help through the Sheriff’s prisoner work program, and will inquire.
- Superintendent Rollins successfully contacted local cemetery superintendents in Sterling, West Boylston and Rutland with the goal of initiating a regional cemetery superintendents’ council. Their intention is to have a first meeting before spring opening.

Mowing and Trimming Contract Update

- Chair Grettum met with Town Administrator Patch and H.D. Superintendent Metcalf to finalize the Request for Bids being posted for a new three-year mowing and trimming maintenance contract, to start in July 2024 (FY2025). Bids are due February 22, 2023.
- Lynne also noted that the current contractor, Einstein’s Solutions, is interested in renewing their contract and is working on their bid.

State Ethics Requirement

Chair Grettum outlined the latest ethics training requirements for all town employees, board and committee members. Town Clerk Horsung is trying to get everyone’s training records up to date. There is a current online training module regarding Open Meeting rules which members are required to complete.

New for 2023

Chair Grettum proposed goals for developing a long-term plan for the town cemeteries, as well as finalizing annual project priorities for the coming season. Lynne mentioned finding some very instructive online videos specifically regarding long range planning for cemeteries, which may prove helpful.

Items not anticipated by the Chair 48 hours before meeting

None.

Action Items

- D. Anderson: Make inquiries to investigate potential assistance from the Sherriff's prisoner work program.
- L. Grettum: Continue work towards formulating a long-term plan for town cemeteries, including maintenance, funding, development of existing space, expansion, and new burial methods.
- B. Rollins: Continue working with Ben Metcalf from H.D. regarding plans for restoring the entrance to Woodlawn Cemetery.
- G. Miranda: Continue efforts to obtain proposals from vendors for cemetery data management software programs.

Schedule Next Meeting

Chair Grettum scheduled the next meeting for Monday March 13, 2023, 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 8:27 P.M.

Submitted by Greg Miranda, Clerk
PCCminutes 3.11.2023