

Meeting Minutes
Princeton Cemetery Commission Meeting – Monday April 10, 2023
Town Hall Annex – Small Meeting Room and GoToMeeting

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

Absent: None

Attending: Ben Metcalf

The meeting was called to order by Chair Grettum at 7:01 P.M.

Review of Meeting Minutes from March 13, 2022

The meeting minutes from March 13, 2022 were not available; review postponed until next meeting.

Superintendent Report (see attached report for details)

- D. Anderson volunteered to assist with upcoming lot sale, as a training opportunity.
- Superintendent Rollins decided to purchase more of the special corner markers for marking lot borders; the contemplated home-made hardware was just as expensive.
- A delay of the official spring opening of cemeteries was approved. The start of cleaning has been delayed by wet ground conditions, plus there is a lot of recent damage to branches creating extra work. The closure affects burials, visits are allowed. Opening now anticipated for May 1st rather than typical April 15 date.
- Superintendent Rollins proposed a scheduling change in anticipated work assistance from the Highway Department. Bruce thinks having help in more concentrated sessions will be more efficient in completing larger projects than attacking piecemeal throughout the summer. HD Superintendent Metcalf agreed with the concept.

New Operating Model Review

The operating model for cemetery maintenance entered a new phase in FY23, whereby the budget and responsibility for routine maintenance and repairs of the cemetery grounds was transferred from the Cemetery Commission to the Highway Department. The Cemetery Superintendent also became an employee of the Highway Department, with new joint-supervision by both HD and the Commission. The Commission thanks HD Superintendent Ben Metcalf for attending tonight's meeting for a discussion of the overall status of the arrangement, including any past issues and future plans as we approach FY24.

- All parties were satisfied with the new operating model so far; flexibility is a key factor in success.
- HD is overly busy, including employee turnover, but is continuing to cope with its responsibilities.
- B. Rollins is waiting to hear about starting date for Einstein to begin spring cleanup.
- There was negative feedback during budget review regarding purchase of mini-excavator for HD and cemetery use (about \$85K for new equipment). Current rental situation is unreliable if needed on short notice for burial, and HD has many potential usage

opportunities of its own. Purchase will be readdressed next year if not approved for the FY24 budget.

- Discussion regarding the entrance area at Woodlawn Cemetery; B. Metcalf to investigate cost to permanently pave the area, then reconsider the option of paving versus replanting grass annually as is current practice.
- B. Metcalf will obtain quotes for various options to repair the damaged guardrail along the Ball Hill Road side of South Cemetery. (Removal of the abandoned tractor-trailer truck across the street is still unresolved – ownership unclear but it is private property on private land.)
- Other projects include re-installing the stone pillars at entrance to West Cemetery, and final landscaping of area around stone wall that was cleaned up near entrance to the 1986 extension of Woodlawn Cemetery.

Fee Schedule Discussion

Superintendent Rollins had introduced the topic of potential changes to the fee schedule for lot sales and/or burials. Discussion included the possible disparity between lot costs for full and cremation burials, and the potential need to increase burial fees for full burials due to increasing cost to rent the required mini-excavator.

No conclusions were reached; more data and further discussion is required. G. Miranda volunteered to repeat the survey of burial & lot fees in ‘local’ communities which he last performed a few years ago.

Action Item Status

Status review postponed until next meeting.

Items not anticipated by the Chair 48 hours before meeting

None.

Action Items

- G. Miranda: Survey area towns to update fee schedules.

Schedule Next Meeting

Chair Grettum scheduled the next meeting for Monday May 15, 2023. Commissioners will meet at 6:30 P.M. in Woodlawn Cemetery for in-person inspection, followed by inspection of South Cemetery, and finally re-commencing regular meeting at the Town Hall Annex – Small Meeting Room and remotely by GoToMeeting.

A motion was made to adjourn, seconded, and passed unanimously.
Meeting adjourned at 8:37 P.M.

Submitted by Greg Miranda, Clerk
PCCminutes 4.23.2023