

**Meeting Minutes**  
**Princeton Cemetery Commission Meeting – Monday May 15, 2023**  
**Town Hall Annex – Small Meeting Room and GoToMeeting**

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

**Absent:** None

**The meeting began with members assembling at 6:30 P.M. in Woodlawn, then South Cemetery, for inspection of the grounds. Members then reconvened at Town Hall Annex for regular meeting, which was called to order by Chair Grettum at 7:42 P.M.**

**Review of Meeting Minutes from March 13, 2022 and April 10, 2023**

The meeting minutes from the above meetings were reviewed by the members:

- Minutes from March 13, 2022 were approved as written by unanimous vote, 4-0.
- Minutes from April 10, 2023 were approved as written by unanimous vote, 4-0.

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

- Restoration work at entrance to Woodlawn Cemetery still not begun. (B. Metcalf from Highway Department is supposed to investigate cost to pave.)
- Superintendent Rollins is looking for better coordination with Highway Department regarding assistance at burials. Bruce is preparing guidelines for the process involved with full and cremation burials, in part to clarify various responsibilities. Bruce and Chair Grettum are to investigate the situation and push for better compliance with expected help from HD.

**Cemetery Site Visit Findings**

Observations from cemetery site visits prior to meeting were discussed and cataloged.

**Woodlawn Cemetery**

- Driveway entrance still in need of improvement; replanting grass or paving over? Waiting for paving cost information.
- Stone wall area at entrance to 1986 section needs landscaping to complete project. Needs removal of remaining plants/rocks, fill with loam and replanting grass. Some new stones added to wall look inappropriate – remove?
- Water pump needs priming.
- Remove ‘ugly’ bushes along roadway path in 1956 section.
- Place flowers in urns at driveway entrance; P. Constantino to obtain plants.

**South Cemetery**

- Broken guardrail and abandoned tractor trailer on Ball Hill Road side are perennial issues.
- Several broken/fallen monument stones.
- Bennet grave lot needs fill and reseeding.

### **Action Item Review**

Review skipped due to lack of time.

### **Topics for Next Meeting**

- Members to individually visit remaining cemeteries for site review; bring observations to next meeting.
- Possible update on cemetery management software.

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

None.

### **Action Items**

- Superintendent Rollins: Items listed from cemetery site visits.
- Superintendent Rollins: Complete writing up guidelines for burial procedures.
- H.D. Superintendent Metcalf: Obtain quote for paving driveway entrance at Woodlawn Cemetery.
- P. Constantino: Obtain flower plants for urns at Woodlawn Cemetery entrance.
- Chair Grettum: Meet with Historical Commission in June to discuss disposition of slate monument shards in Meetinghouse Cemetery, and marking of pauper graves.
- All Members: Individually visit remaining uninspected cemeteries to record observations of problems prior to next meeting.
- G. Miranda: Continue investigation of CMS vendor for possible contract.

### **Schedule Next Meeting**

Chair Grettum scheduled the next meeting for Monday June 12, 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 8:40 P.M.

Submitted by Greg Miranda, Clerk  
PCCminutes 5.31.2023