

**Meeting Minutes**  
**Princeton Cemetery Commission Meeting – Monday March 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 February 13, 2023**

The meeting minutes from February 13, 2023 were reviewed, and approved as written by unanimous vote, 4-0.

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

- Extensive new tree-fall in Woodlawn and Parker II Cemeteries after last storm.  
Superintendent Rollins will talk to HD Superintendent Metcalf about damage.
- Upon suggestion by B. Rollins, discuss possible increases in cemetery fees next meeting.
- Final arrangement regarding cemetery dump truck will be to store at Highway Department between use.

**Mowing and Trimming Contract Bids**

Chair Grettum reviewed the bids that were received for 3-year maintenance contracts to mow and trim the town cemeteries, including spring and fall cleanup. The lowest bid was received from Einstein's Solutions, our current contractor. The bid was for a constant rate of \$28,974 per year, for a 3-year total of \$86,922. The next highest bidder was 19% greater than Einstein. Both the Commissioners and the Superintendent have been pleased with Einstein's work over the past 3 years.

*A motion was made by P. Constantino that the Cemetery Commission accept the bid from Einstein's Solutions to perform the contracted maintenance responsibilities for the next 3 years, inclusive of FY24 through FY26. The vote was 4-0 in favor of accepting the bid and the motion passed.*

**Review of New Operating Model**

Highway Department Superintendent B. Metcalf was unable to attend the meeting due to continuing cleanup efforts following the recent snowstorm. Ben will try to reschedule his appearance at the next meeting.

**FY24 Budget Update**

The Highway Department budget proposal for FY24, including cemetery-related expenses, was presented for review the previous week. The process is still ongoing.

## **Projects for Spring**

The list of cemetery projects was reviewed to prioritize items for completion this spring/summer. A summary list follows:

Cemetery	Project	Priority	Status
General	New administrative database	1	G. Miranda continuing research
	Inventory of available lots	2	B. Rollins – in progress
	Alternate burial methods (e.g., Green Burial)	3	Research for implementation in progress
	Damaged memorial stones	1	B. Rollins – in progress
	Clean flagpoles	1	B. Rollins to oversee
	Replace broken/missing Veterans' markers	1	B. Rollins – in progress
	Fertilizing/pest control	2	No plan except Woodlawn, needs investigation
Woodlawn	Landscape stone-wall area in front of 1986 extension	1	Need help from HD, requires loam and seed
	Repair/resurface roadway	2	Need estimate by HD, possible funding help from Trust Fund
	Paint entrance gate	1	Trust Fund for maintenance
	Clear brush on south side	1	With assistance by D. Anderson
	Install second "Wetlands" sign	1	Have sign, need help from HD
West	Switch flagpole lighting to solar	1	Light purchased, needs installation
	Reinstall old stone pillars at entrance	2	Need help from HD
	Replace tree that was cut down in center	1	Need help from HD
	Remove stumps	1	D. Anderson to decompose
South	Landscape improvements	2	Needs planning
	Delineate paupers' graves	3	Joint project with Historical Society
	Add new burial lots along back	2	Needs planning to decide size/layout/etc.
Parker II	Tree trimming and branch pickup	1	New storm damage, need new quote with Tree Warden
	Install lighted flagpole	3	Issue under discussion
Meetinghouse	Repair or remove damaged metal fencing around central plot	2	Joint project with Historical Society
	Storage crypt repair	2	Joint project with HS, Cemetery Dept to manage

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

D. Anderson reported on his efforts to contact the Worcester County Sheriff's office regarding the possibility for work assistance from their convict work program. He found that the program is no longer active, and no assistance is available.

### **Action Items**

See spring project list.

### **Schedule Next Meeting**

Chair Grettum scheduled the next meeting for Monday April 10, 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 8:15 P.M.

Submitted by Greg Miranda, Clerk  
PCCminutes 4.23.2023