

Meeting Minutes
Princeton Cemetery Commission Meeting – Monday July 17, 2023
Town Hall Annex – Small Meeting Room and GoToMeeting

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

Absent: None

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

Review of Meeting Minutes from June 12, 2023

The meeting minutes from June 12, 2023 were reviewed by the members and approved as written by unanimous vote, 2-0. (P. Constantino was not present May 15 and did not vote.)

Reorganize Commission – Chair and Clerk

Lynne Grettum was nominated for Chair and approved by unanimous vote, 3-0.

Greg Miranda was nominated for Clerk and approved by unanimous vote, 3-0.

Transfer of Cemetery Lot

A request had been received to transfer ownership of one cemetery lot between family members.

Chair Grettum made a motion to transfer ownership of a lot in Woodlawn Cemetery, Lot 2C, Space C from Charles Ball to Jeanie Connolly at no charge. The motion was seconded by P. Constantino and was approved by unanimous vote, 3-0.

Superintendent Report (see attached report for details)

- One cremation burial in Woodlawn Cemetery.
- The draft of detailed procedural instructions to manage and execute burials was finalized and transmitted to Highway Department Superintendent B. Metcalf.
- The granite pillars at entrance to West Cemetery were nicely re-installed by HD.
- Maintenance contractor Einstein's Solutions is struggling to keep up with mowing due to all of the rain, but performing acceptably given the circumstances.
- L. Grettum inspected entrance gate to Woodlawn Cemetery and found it in greater need of maintenance than expected. All members to inspect prior to next meeting, in order to reach conclusion about repainting, etc.
- Question raised regarding paving of Woodlawn Cemetery entrance from Connor Lane; we need to obtain pricing for paving versus stone dust.
- Superintendent Rollins showed the members an example of a new type of cremation vault that he will be using in the future. The vault is a two-piece box made of fiberglass, and is smaller, lighter weight and less expensive than the former concrete boxes.
- Bruce is still reporting issues with lack of authority with HD assistants performing work in the cemeteries.

- Bruce requested hiring a back-up assistant to be trained in burial procedures, such that we would have someone available to handle burials if the Superintendent is unavailable or after he has retired.

Chair Grettum will speak to Town Administrator S. Patch about how a Cemetery Superintendent burial-assistant's position might be structured. Lynne will also follow up on Bruce's concerns about HD assistance with B. Metcalf and S. Patch as necessary.

Update from Historical Commission Meeting

Chair Grettum attended the most recent meeting of the Historical Commission to consult about handling some issues of joint-responsibility in Meetinghouse Cemetery, which their new Chair is actively interested in addressing. The topics included:

- Evaluating the collection of broken memorial shards (mostly pieces of slate) to finally save any identifiable pieces and dispose of the rest.
- Looking into who is buried in the "Town Lot" (paupers' graves) in Parker II and South Cemeteries, and memorialize appropriately.
- Taking responsibility for repair of storage crypts.
- Looking into starting a dedicated fund for the repair of broken memorials in all town cemeteries.

Prioritized Highway Department Projects

Obtain pricing information for paving versus stone dust treatment of Woodlawn Cemetery entrance area at Connor Lane.

Items not anticipated by the Chair 48 hours before meeting

None.

Topics for Next Meeting

None listed.

Action Items

- H.D. Superintendent Metcalf: Obtain price information for treatment of driveway entrance at Woodlawn Cemetery, using stone dust or pavement.
- Chair Grettum: Meet with Town Administrator Patch regarding hiring of burial-assistant to Cemetery Superintendent, and possible discussion about the current assistance by Highway Department employees.
- G. Miranda and P. Constantino: Inspect entrance gate at Woodlawn Cemetery regarding maintenance needs.
- G. Miranda and L. Grettum: Continue investigation of CMS vendor for possible contract.

Schedule Next Meeting

Chair Grettum scheduled the next meeting for Monday August 14, 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 8:21 P.M.

Submitted by Greg Miranda, Clerk
PCCminutes 7.26.2023