

Princeton Cemetery Commission Meeting – Monday October 15, 2018
Town Hall Annex - Small Meeting Room
Minutes

November 17, 2018

Present: Charlie Steele, Lou Trostel, Paul Constantino, Greg Miranda, and Ron Milenski.
Absent: Cemetery Superintendent, Bill Bergstrom.

The meeting was called to order by Chairman, Steele at the Town Hall Annex – Small Meeting Room at 7:03 P.M.

Review of September 10, 2018 Meeting Minutes

The meeting minutes for September 10, 2018 were reviewed.

Chairman, Steele noted that there is a typographical error in the meeting minutes. Secretary, Milenski acknowledged the error. He will correct the meeting minutes and email the edited minutes to all.

A motion was made by Member, Trostel to accept the minutes with corrections.
The motion was seconded by member, Constantino.
Minutes were accepted and approved with corrections. Vote : 5 – 0.

Cemetery Superintendent’s Report

Member Milenski presented Cemetery Superintendent Bergstrom’s report since he was unable to attend the meeting.

Cemetery Superintendent, Bergstrom reported that the repair of the cobblestone pathway at North Cemetery is substantially complete. New England Acreage Group has a few details to complete this week.

Bill met with the Princeton Municipal Light Department regarding relocating the support pole at the front of North Cemetery. A feasibility review will take place to determine if the pole can be relocated. Bill will report on the determination to the committee upon its completion.

Additionally, the members agreed that it would be prudent to delay the installation of an illuminated flagpole at North Cemetery until all planned and scheduled work is complete.

Three cremation and one full body cemetery lots were sold in September.

Review of Princeton Cemetery “Rules and Regulations”

Chairman, Steele led a discussion utilizing prepared re-edits to the “Rules and Regulations”, Member, Milenski confirmed that the fee for “Cremation Burials” was previously voted upon by the committee on October 18, 2017 and the vote passed, recommending a price increase from \$260.00 to \$400.00.

Member, Milenski made a motion to accept the re-edited “Rules and Regulations” and to forward the “Rules and Regulations” to the Princeton Select Board for their approval.

Member, Trostel seconded the motion.
The motion passed. Vote : 5 – 0.

Monthly Agenda Topics/Items - Cemetery Department Budget Report /Review and Project Report/Review

Member Miranda asked if there was a standard review of the monthly budget/statements to measure the “Cemetery Department’s” financial performance. He also mentioned that a monthly review process would provide up to date financial information relating to the formulation of the annual budget. A discussion regarding Greg’s comments took place. All members agreed that the review of the Cemetery Department’s budget and monthly financials should be a standard monthly agenda topic. A request was made to ask Cemetery Superintendent, Bergstrom to obtain the monthly financial information from the Town Administrator.

Member Milenski also noted that a review of the “Project List” is now a monthly agenda item. He has maintained a “Project List”, based on the suggested monthly walk thru work and project items that were developed by the committee. Ron also mentioned that he thought that it was appropriate to allow Superintendent, Bergstrom to maintain and manage the “Project List”, since he is the town’s employee who is responsible for the overall supervision of the Cemetery Department. Ron will update the list.

Closing Date of All Cemeteries

The committee members discussed the upcoming closing date of all Princeton cemeteries. The annual closing date is November 15th. Work items that need to be accomplished include the removal of all U.S. flags and shutting off of electricity. The gates to Woodlawn Cemetery will be closed to vehicles at that time. It was also noted that any burials after that date are based on special need and weather pending.

Next Meeting – November 19, 2018

Chairman, Steele set the time and date for the next meeting, 7:00 P.M. on November 19, 2018 at the Town Hall Annex - Small Meeting Room.

Member Milenski motioned to adjourn.
Seconded by Member Constantino.
Motion Passed: 5 – 0.
Meeting adjourned at 7:40 P.M.