

**Princeton Cemetery Commission Meeting – Monday June 5, 2017
Town Hall Annex Meeting Room
Minutes**

June 9, 2017

Present: Paul Constantino, Lynne Grettum, Lou Trostel, Ron Milenski,
Nina Nazarian, Town Administrator and Bruce Rollins.

The meeting was called to order by Chairman, Paul Constantino at 7:01 PM.

Prior Meeting Minutes Review – May 2017

The meeting minutes from the May 2017 cemetery meeting were reviewed. Chairman, Constantino and Member, Grettum mentioned that there were two typos on page two of the minutes. Secretary, Milenski will correct the two typos and email the corrected May 2017 Meeting Minutes.

Chairman, Constantino motioned to accept the corrected May minutes.
Seconded by Member, Grettum.

May Minutes Accepted with two corrections: 4 – 0.

Discussion of Possible Cemetery Business Models

Nina Nazarian, Town Administrator joined the meeting at 7:15 PM.

Discussion took place regarding the possible business models that Cemetery Commission is weighing for the future operation of the Cemetery Department. Per last month's meeting Member, Milenski prepared and shared for discussion a **“Job Posting” for a Seasonal Full Time Position of Cemetery Superintendent / Working – Perform Physical Labor and Business Manager.**

Bruce Rollins, Temporary Cemetery Superintendent joined the meeting at 7:30 PM.

After some discussion the Town Administrator proposed a new organizational management model that would not require the input or need for the “Cemetery Commission”. The new organizational chart for the “Cemetery Department” would flow as follows pending a merger with the Highway Department:

Town Administrator

Highway Department Superintendent - Reports To Town Administrator

**Cemetery Business Administrator and Cemetery Laborers or Foreman – Report to the
Highway Department Superintendent**

If this business model is determined as the best structure for future Cemetery Department operations and management, the Cemetery Commission would no longer need to function. Basically, the "Cemetery Department" would merge and be supervised and managed by the "Highway Department". The Town Administrator mentioned that the Cemetery Commission could wind down over a period of perhaps one year and set long term goals and prioritize improvements for the Cemetery Department going forward. Chairman, Constantino expressed his concern regarding the loss of direction and focus on cemetery improvements should the "Cemetery Commission" disband.

Bruce Rollins mentioned that he would be willing to apply for the new position of "Cemetery Business Administrator" and he could see himself working well within the new organizational management structure. Due to his physical ailments he would prefer to only handle business issues related to the Cemetery Department.

All members, the Town Administrator and Bruce Rollins agreed to hold another meeting on June 12, 2017 to readdress this proposal.

The next meeting is scheduled for June 12, 2017 at 7:30 PM.
The Cemetery Commission members will meet at North Cemetery at 7:00 PM for a site inspection.

Member, Trostel mentioned that he would favor having the work that was started at North Cemetery two years ago to add cremation lots be completed.

The Town Administrator is schedule to join the meeting at 8:00 PM.

A Motion was made to adjourn by Member, Milenski.

Seconded by Member, Grettum.

Motion Passed: 4 – 0.

Meeting adjourned at 8:42 PM.

Submitted by Ron Milenski, Secretary

PCCminutes 6.9.2017