

Princeton Cemetery Commission Meeting – Monday December 11, 2017
Town Hall - Small Meeting Room
Minutes

January 2, 2018

Present: Lynne Grettum , Lou Trostel, Paul Constantino and Ron Milenski.

The meeting was called to order by Chairperson, Lynne Grettum at 7:02 P.M.

Prior Meeting Minutes - Review – November 2017

The minutes from the November 2017 cemetery meeting were reviewed. Chairperson, Grettum noted that the election of the new chairperson was omitted from the November 2017 minutes. Secretary, Milenski will revise the November minutes to correct this omission. Lynne Grettum was elected chairperson by a vote of 3 – 0.

Member Trostel motioned to accept the November 2017 minutes with the noted revision of the election of a new chairperson.

Seconded by Member Milenski.

November 2017 – Minutes - Accepted: 4 – 0.

Cemetery Updates

Chairperson, Grettum noted that the dead tree at Boylston Cemetery and the large branch that fell on Mrs. Patton’s property was removed by the Highway Department with coordination by the Cemetery Department Foreman, Jamie Deloge.

Lynne also noted that she sent a “Thank You” note to Glen Lyons, Highway Superintendent and the Highway Department staff for their help relating to the resolution of this problem.

Lynne reported that she received a phone call from a Princeton resident complaining that another resident was walking her dog at Woodlawn Cemetery even though the signage clearly notes that “No Dogs Are Allowed” and the dog walker was fully aware of this restriction.

Chairperson, Grettum will send a letter to the dog walker confirming that “No Dogs Are Allowed” on all cemetery properties.

Working Session – Preparation and Editing of Cemetery Bid Documents/Contracts

The Cemetery Commission members undertook a working session to edit the “Town of Shrewsbury” – “Contract for Cemetery Grave Excavation and Burial Services” and “Lawn Mowing & Grounds Keeping – Cemetery & Town Center”. (The Town of Shrewsbury offered their bid documents and specifications as a model and reference for the Princeton Cemetery Department.) The editing reflects the specifications and issues that are unique to the “Princeton Cemeteries”. These documents are being prepared for bidding in the event that the Cemetery Department will follow a new business model by contracting private lawn care and excavating companies to perform labor and services. The goal is to complete the preparation of these documents by January 2018 and have them ready for review by the Town Administrator and Town Counsel.

Member Milenski will contact Bruce Rollins to determine the approximate number of mowings that he estimates are completed annually at each cemetery.

The members agreed to include mowing services for the Town Hall and Library in the bid documents.

December/Next Meeting

Chairperson, Grettum scheduled the next Cemetery Commission meeting for January 8, 2018 at 7:00 P.M.

A motion was made to adjourn by Member Milenski.

Seconded by Member Trostel.

Motion Passed: 3 – 0.

Meeting adjourned at 8:30 P.M.

Submitted by Ron Milenski, Secretary

PCCminutes 1.2.2018