

Princeton Cemetery Commission Meeting – Monday August 22, 2016
Town Hall Meeting Room
Minutes

August 27, 2016

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

At 6:30 pm an inspection of the South Cemetery took place by the Cemetery Commission members and Superintendent Brown. Brown reported that the recently completed ground radar survey revealed that there are potentially 260 – 6' x 12' open lots at South Cemetery. Brown mentioned that upon selling all the available lots at Woodlawn Cemetery that South Cemetery would be the most practical solution to providing burial lots to Princeton citizens. Member, Grettum mentioned that South cemetery in its present condition is not an attractive burial location and that a landscaping/engineering improvement plan needs to be created and implemented. Member, Milenski mentioned that the soil at South Cemetery is impoverished and most likely has not been fertilized in 50 plus years. He suggested that a soil sample be taken to determine the fertility requirements. UMass Amherst performs these soil tests and the cost is approximately \$25.00. All members agreed that a soil test should be performed.

Brown also mentioned that upon completion of the ground radar survey at South Cemetery; a ground radar survey was accomplished at West Cemetery. Although Brown did not provide a number of available lots at West Cemetery, he did mention that numerous lots are available toward the rear of the cemetery. Brown provided maps of both South and West Cemeteries showing the approximate locations of the unoccupied lots.

The meeting was called to order by the Chairman, Lynne Grettum at 7:08 pm in the Town Hall meeting room.

Prior Meeting Minutes Review

The June 2016 Meeting Minutes were reviewed and approved, 4 - 0. Motion by member, Trostel; seconded by member, Grettum.

Reorganization of Cemetery Committee

Member, Grettum stated that she is no longer able to maintain the chairmanship of the committee for 2016/2017 year, since the demands of position as Town Clerk have intensified due to the upcoming elections and town related issues. She stated that someone else on the committee will need to fill chairman duties.

Member, Milenski who functions presently as the committee secretary stated that he would either continue as secretary or fill the chairman position. All members mentioned that it would be better for him to retain the secretary's function. It was suggested that member, Constantino fill the Chairman's position. After some discussion, Member, Trostel motioned that the 2016/2017 cemetery committee move forward with Constantino as Chairman and Milenski as Secretary. The motion was seconded by Grettum.

Motion: Approved 3 In Favor and 1 Abstention.

Superintendent's Report & Discussion

- A. Brown's Superintendent Report was submitted by email and reviewed.
- B. Member Milenski provided a cost estimate for fertilizer for one application per year for cemetery turf. The estimate of \$1,377.00 is for an application of 14-2-6, w/50% Organic Fertilizer on 11.5 acres of cemetery turf.
- C. Superintendent Brown mentioned that the current charge for the cemetery department to install a monument base is \$160.00 (Materials & Labor). Most recently, the last two bases that were installed by the cemetery crew cost significantly more than the \$160.00 billing and that the cemetery commission is losing money. Brown also stated that upon polling monument companies, that the minimum charge for the base installation is \$120.00/ linear foot. Brown also suggested that the base installation be performed by the monument companies and be part of the overall monument cost to the client. Should the cemetery department need to install a monument base it should be billed at \$120.00 /linear foot.
Member, Milenski motioned that the newly modified "Rules and Regulations" be amended to reflect this price change to \$120.00 /linear foot. The motion was seconded by member, Trostel .
Motion: Approved 4 – 0.
Member, Grettum will amend the "Rules and Regulations" to reflect this price change.
- D. Member, Trostel suggested that the cemetery department crew utilize orange safety cones to mark the location of work trailer, since it is hard to see while it is parked road side. Superintendent Brown agreed and going forward will have the work trailer marked with orange safety cones.
- E. The committee reviewed the status of the work hour time change for Jamie Delodge with Superintendent Brown. The committee gave conditional approval for the work hour shift change; starting at 7:00 am vs. 8:00 am for Delodge this spring with the stipulation that the status would be reviewed in a few months. Brown mentioned that he did not approve the permanent time change to 7:00 am, since he feels that the productivity in general is low during that hour. The members decided to table the decision and will review the matter again at the September meeting.
- F. Superintendent Brown provided committee members with the new cemetery plot/lot maps for Woodlawn Cemetery sections 1956 and 1986. These maps were prepared by C.M.R.P.C. from Worcester, Ma. These maps now provide an accurate account of the occupied and available plots/lots in these sections of Woodlawn Cemetery. This is a vast improvement vs. prior records. Brown suggested that the next mapping project should be the mapping of Woodlawn's main section.
Member, Grettum mentioned that it would be prudent to establish a data base of the new Woodlawn Cemetery plot/lot data. She will investigate the cost.

Janna Goodnow – Lot (2) Purchase Request

The Cemetery commission has received a request from Janna Goodnow of Holden, Ma. to purchase two lots at Woodlawn Cemetery. Since she does not live in Princeton, approval must be obtained by the committee. Her family is buried in Woodlawn Cemetery and there are family members still living in Princeton.

Member Grettum motioned to sell two lots at Woodlawn Cemetery to Janna Goodnow. The Motion was seconded by Member, Trostel.
Approved : 4 – 0.

Recognition for Charlie Albrecht

At the June meeting a recommendation was made to thank Charlie Albrecht for his outstanding work efforts related to Parker I Cemetery. The recommendation was made by Member, Constanino and Superintendent Brown. The committee agreed to send a “Thank You” note and \$50.00 Visa Card to Charlie. Member, Grettum will present the recommendation to the Town Manager for approval.

Agenda Item for Next Meeting

Review the status of Jamie Deloge’s new work schedule. Changed to 7:00 am to 3:30 pm.

The next meeting is scheduled for Monday, September 19, 2016 at 7:00 pm at the Town Hall Annex.

A 6:30 pm inspection of West Cemetery will precede the regular meeting.

The meeting adjourned at 8:35 pm.

Submitted by Ron Milenski, Secretary

Pccminutes8.22.2016