

Princeton Cemetery Commission Meeting – Monday September 19, 2016
Town Hall Meeting Room
Minutes

September 22, 2016

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

At 6:30 pm. an inspection of the West Cemetery took place by the Cemetery Commission members and Superintendent Brown.

Members and Superintendent Brown agreed that installation of stone/granite steps at the center entry of West Cemetery would be a desired improvement. Presently, the entry to the cemetery requires a steep climb of approximately 8' to 10' on unstable material including loose stone. The improvement of a hard - scape stairway would improve safety, accessibility, definition and the esthetics of West Cemetery.

Additionally, two granite/stone marker post were removed during a previous attempt to improve the appearance of the entry way. These markers were stationed at stone wall openings and were an attractive feature at West Cemetery. Members requested that these markers be reinstalled if and when entry way stairs are installed.

The planned installation of a 25' flagpole and lights at West Cemetery is complete.

Other improvements that were suggested include: removal of undesired/over grown trees and plants, turf improvements and the planting of a long lived specimen tree.

Although Brown did not provide an exact number of available lots at West Cemetery, he did mention that numerous lots are available toward the rear of the cemetery.

The meeting was called to order by the Chairman, Paul Constantino at 7:07 pm in the Town Hall meeting room.

Prior Meeting Minutes Review

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

Superintendent's Report & Discussion

- A. Brown's Superintendent Report was submitted by email and reviewed.
- B. Superintendent Brown stated that one lot (cremation) was sold at Woodlawn Cemetery, main section. Charlotte Gates was the daughter of a former Princeton employee, who was accidentally killed at Woodlawn Cemetery during the early 1920's.
- C. Brown mentioned that **Dave's Tree Service** was the low bidder to perform tree work at Parker II Cemetery. The work includes and cabling of one tree and pruning of another.
- D. Brown stated that the 1986 Section of Woodlawn Cemetery is recovering from the summer drought and that he plans to apply a fall fertilizer application to maintain the turf quality.

- E. Member Trostel suggested that the improvement project, expanding the front left section of North Cemetery to create numerous cremation lots; move forward and be completed. During 2015 this section was cleared of brush, small trees and debris and has since remained in this uncompleted state. Members: Trostel and Milenski mentioned that the completion of this project become a priority and be completed ASAP, since it is unsightly and detracts from the quality of North Cemetery. Superintendent Brown mentioned that he feels there is insufficient time to complete the project this year but it will be a priority for next year. Brown will also re-quote the project, since some of the work has been completed and the price could be reduced. Member, Grettum mentioned that the committee should once again review the project list and reset priorities.
- F. Superintendent Brown led a discussion regarding a proposed reorganization of the Cemetery Department. Brown proposed that the maintenance of the cemeteries and employee supervision be transferred to the DPW under the supervision of Superintendent, Glen Lyons. This would include transferring 1 Full Time employee and 1 Seasonal Part Time employee to the DPW. It would also include transferring the account for supplies and repairs to the DPW. Brown would remain as the Cemetery Superintendent and be responsible for all interaction, communication, lot sales, project proposals and customer related issues. Brown would also continue to attend the monthly Cemetery Committee meetings and be the committee's interface with Superintendent, Lyons of the DPW. Brown mentioned that this reorganization would provide greater resources for the Cemetery Department than what exists. It would also provide daily supervision, management and training to the two employees.

The committee members stated that they would like to meet with Superintendent, Lyons of the DPW to get his input regarding the proposed reorganization. Brown will invite Superintendent, Lyons to a Cemetery Committee Meeting.

Review of Jamie Delodge's Work Schedule

Chairman, Constantino mentioned that upon his appointment as Cemetery Committee Chairman, he received a call from the Town Administrator requesting that no change be made to Jamie Delodge's work schedule. All members agreed that Jamie's work schedule continue unchanged.

Recognition for Charlie Albrecht

Member, Grettum communicated with the Town Administrator; requesting permission to gift Charlie Albrecht a \$50.00 gift certificate for his outstanding work efforts at Parker I Cemetery. The Town Administrator mentioned that under the current 0% increase of the town budget, the gift could not be approved at this time. All members and Superintendent, Brown donated the funds to provide Charlie Albrecht with gift certificate in appreciation of his efforts.

Member, Grettum also noted that she sent a "Sympathy" card to Nancy Wheeler, the widow of Richard Wheeler, who was a former employee of the Cemetery Department.

Agenda Item for Next Meeting

Review changes to the “Rules & Regulations” related to new costs and procedures for installing monument bases. Member, Grettum will provide proposed wording for discussion.

The next meeting is scheduled for Monday, October 17, 2016 at 7:00 pm at the Town Hall Meeting Room.

Motion made by member, Grettum to adjourn; Seconded by member, Trostel.
All in favor: 4 - 0. The meeting adjourned at 8:06 pm.

Submitted by Ron Milenski, Secretary
PCCminutes9.19.2016