

**Princeton Cemetery Commission Meeting – Monday June 11, 2018**  
**Town Hall Small Meeting Room**  
**Minutes**

July 12, 2018

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

**Absent:** Charlie Steele

**The meeting commenced at 6:30 P.M. with an inspection of Parker II Cemetery. An inspection of West Cemetery immediately followed the Parker II inspection. The meeting then moved to the Town Hall – Small Meeting Room.**

**Walk Through – Review/Issues /Projects/Goals**

**Parker II Cemetery:**

- A. Member Milenski suggested that the Cemetery Commission at some point obtain a quote to clean up a large accumulation of leaves and brush, near the area between the stone wall and road. This project would improve the overall appearance of Parker II.
- B. A few memorial stones need to be up righted and repaired and returned to their proper grave sites.
- C. The spring clean up at Parker II Cemetery was not satisfactorily completed. There is a large amount of sticks and debris that still needs to be removed by the contractor.
- D. Turf/Soil damage has occurred due to skidding during mowing. Per the specifications “Lawn Mowing & Grounds Keeping – Cemetery and Town Common” a condition of acceptable performance was to utilize smaller mowers on our older cemeteries: Parker II, North and West to eliminate mower damage/skidding.
- E. The contracted tree pruning performed by “Trees Unlimited” during the fall of 2017 was excellently performed. The committee members commented on the outstanding job.
- F. There are some eroded areas towards the rear of the cemetery. These areas will require seeding and fertilization.

**West Cemetery:**

- A. Turf/Soil damage has occurred due to skidding during mowing. Per the specifications “Lawn Mowing & Grounds Keeping – Cemetery and Town Common” a condition of acceptable performance was to utilize smaller mowers on our older cemeteries: Parker II, North and West to eliminate mower damage/skidding.
- B. A few memorial stones need to be up righted and repaired and returned to their proper grave sites.
- C. The members mentioned that the installation of a granite/stone stairway at the center entrance would facilitate safe and easy access to West Cemetery. Member Constantino suggested that the committee should obtain a few quotes to determine if the project was fiscally feasible. A member suggested that Princeton resident, Rick Longbottom, who is a mason, be asked to provide quote.
- D. The contracted tree pruning performed by “Trees Unlimited” during the fall of 2017 was excellently performed. The committee members commented on the outstanding job.
- E. The overall condition of West Cemetery is good.

### **Review of May 21, 2018 Meeting Minutes**

The meeting minutes for May 21, 2018 were reviewed.

A motion was made by Member, Milenski to accept the minutes as written.

The motion was seconded by member, Trostel.

Minutes were accepted and approved. Vote : 4 – 0.

### **Total Inventory of Available/Saleable Cemetery Lots/Plots – In Progress**

Chairperson, Grettum mentioned that she is in the process of compiling an inventory of all available/saleable cemetery lots/plots. She mentioned that the completion of this inventory will require additional time to accurately complete and she plans to have it completed by September 2018.

### **Contractor – New England Acreage Group - Performance Update**

Chairperson, Grettum reported that New England Acreage Group has submitted a new mowing/maintenance schedule:

Monday – Mow and Maintain: Woodlawn Cemetery, South Cemetery, Boylston Cemetery, Town Hall and the Library.

Saturday – Mow and Maintain: North Cemetery, West Cemetery, Parker II Cemetery and Meeting House Cemetery.

Lynne also reported that New England Acreage Group claimed that the reason for their non performance related to the mowing specifications/schedule was due to rain events on their scheduled mowing days. New England Acreage Group did not reschedule mowing or have a secondary plan to complete the mowing in the event of rain.

The “Back Up” cemetery mowing/maintenance plan related to the circumstance that the contractor fail to perform to specifications was to utilize the Highway Department. This remains as the only “Back Up” plan at this time.

Lynne reported that a cremation burial is scheduled for July 6, 2018.

### **Updates on Hiring of a Permanent “Cemetery Superintendent”**

Member, Trostel reported that Nina Nazarian, Charlie Steele and he conducted an interview with William Bergstrom, the candidate for the permanent “Cemetery Superintendent” position. Lou also reported that the second candidate for this position removed her application and therefore was not interviewed. Lou also noted that the interview with Mr. Bergstrom was favorable and that the candidate works for a funeral home. A decision pro or con to hire the candidate has yet to be made.

Chairperson, Grettum noted that a new software package specific to the needs of managing cemeteries is needed. This software would help to facilitate efficient and accurate operations, sales, inventory and overall management of the cemetery department.

### **Fiscal Year 2018 Projects**

Chairperson, Grettum reported that due to the fact that the contractor did not perform several of the scheduled mowings, funds will be available to perform other necessary cemetery maintenance. Member Milenski offered to call three landscaper contractors to obtain quotes to reset and refill cobblestones and correct the erosion at North Cemetery. Ron also offered to obtain another quote from “Trees Unlimited” to remove a large oak tree at Boylston Cemetery.

Member Milenski also offered to pick up lime and fertilizer in his normal travels for the maintenance of Parker I Cemetery and deliver it to Charlie Albrecht.

### **Price Changes for Cremation Burials and Full Body Saturday Burials**

Chairperson Grettum noted that the Board of Selectmen will need to give their approval for the two price increases that were favorably voted upon by the Cemetery Committee. The committee previously voted to increase Saturday Full Body Burials from \$700.00 to \$800.00 and Cremation Burials from \$260.00 to \$400.00. She will prepare a written rationale to present to the Select Board.

### **Other Business – Green Burials, Election of a New Chairman, Good Bye & Thanks to Lynne**

Chairperson, Grettum reported that the agenda item of “Green Burials” that was brought to her attention by a Princeton resident is an item that will need to be discussed with the Princeton Board of Health. The Board of Health will assist our committee to determine the feasibility and legality for this type of burials to occur. This is an ongoing agenda item and is in progress.

Member, Grettum noted that the committee will need to elect a new chairman since this is her last meeting as a committee member and chairperson. She will continue as a member until her final day, June 30, 2018.

All the committee members expressed their sincere thanks to Lynne for her outstanding service to the Cemetery Commission and wished her well !

### **Next Meeting – July 16, 2018**

The members set the time and date for the next meeting on July 16, 2018. An inspection of Woodlawn Cemetery will commence at 6:30 P.M. with inspections of South and Boylston Cemeteries to follow directly after. The monthly meeting will follow the cemetery inspections.

Member Milenski motioned to adjourn.  
Seconded by Member Constantino.  
Motion Passed: 4 – 0.  
Meeting adjourned at 8:25 P.M.