

Princeton Cemetery Commission Meeting – Monday July 16, 2018
Town Hall Annex - Small Meeting Room
Minutes

August 7, 2018

Present: Paul Constantino (Acting Chairman for July 2018 Meeting), Lou Trostel, Charlie Steele, Ron Milenski and Cemetery Superintendent, Bill Bergstrom.

The meeting commenced at 6:30 P.M. with an inspection of Woodlawn Cemetery. Members: Constantino, Trostel and Milenski were present for the inspections. Inspections of South and Boylston Cemeteries immediately followed the Woodlawn inspection. Member Steele performed his own inspection of the three cemeteries earlier in the day and joined the group at Boylston Cemetery. The meeting then moved to the Town Hall Annex – Small Meeting Room.

Walk Through – Review/Issues /Projects/Goals

Woodlawn Cemetery:

- A. Member Constantino noted that completing the paving of the entrance and entrance road with recycled road grindings would make a significant improvement in these road surfaces. This project should be added to the “Project Improvement” list. Paul also noted that the Highway Department previously assisted the Cemetery Department to successfully install the recycled road grindings on the circular drive around Woodlawn Cemetery.
- B. Member Milenski questioned whether the grass was mowed per the recently submitted Monday mowing schedule (July 16, 2018) for Woodlawn Cemetery. He also questioned whether the grass is being mowed at the 3 inch mowing height per the specifications and contract. The mowing height looks to be lower than 3 inches.
- C. There is a damaged white pine tree that seems to have been hit by a truck or backhoe on the southeastern end of the cemetery.
- D. The memorials/lots of Metcalf and Keough are noncompliant per the Princeton Cemetery “Rules and Regulations”. Notice needs to be given to these families to remove noncompliant materials.
- E. It was noted that plastic pots and other non organic debris is being dumped at Woodlawn Cemetery. This debris needs to be removed.
- F. The Cemetery Department’s power equipment (mowers, string trimmers, etc.) has been stored in the small building at Woodlawn Cemetery since November 2017. This equipment needs immediate service and maintenance to prevent deterioration to the fuel systems and to maintain the value of town’s assets. Cemetery Superintendent Bergstrom will follow up on this issue.

South Cemetery:

- A. Turf/Soil damage has occurred on the ridge area due to multiple occurrences of scalping during mowing. Per the specifications “Lawn Mowing & Grounds Keeping – Cemetery and Town Common” a condition of acceptable performance was to minimize turf/soil damage by taking care to perform proper and careful mowing operations.
- B. The guard rails along Ball Hill Road are in disrepair and require replacement/removal.

- C. The eighteen wheel truck across from South Cemetery needs to be removed. The truck has been abandoned there for numerous years.
- D. Leaf removal and clean up along the stone wall on the Ball Hill Road entry side needs to be accomplished.
- E. The memorial/plot of the Clark Family is noncompliant per the Princeton Cemetery “Rules and Regulations”. Notice needs to be given to this family to remove noncompliant materials.
- F. Member Milenski reported that the weekly mowing schedule for South Cemetery (Weekly on Mondays) has not been accomplished. He noted that he drives by South Cemetery two to three times per week and he estimates that the grass had not been mowed for approximately three weeks until most recently last week.
- G. There is damage to an upright memorial and a ground marker. This damage has occurred since the committee’s previous inspection.
- H. Poison Ivy is beginning to reestablish along the hill side on Brooks Station Road. It was suggested that a quotation be obtained from New England Acreage Group to control the poison ivy.

Boylston Cemetery:

- A. Turf/Soil damage has occurred on the top of the crypt area due to multiple scalplings during mowing. Per the specifications “Lawn Mowing & Grounds Keeping – Cemetery and Town Common” a condition of acceptable performance was to minimize turf/soil damage by taking care to perform proper and careful mowing operations.
- B. Poison Ivy is beginning to reestablish along the wall and other areas. It was suggested that a quotation be obtained from New England Acreage Group to control the poison ivy.
- C. Quotations have been obtained to remove a large oak tree and to crown prune and cable/stabilize a maple tree. Both of these trees are in close proximity to a neighbor’s property. The committee members agreed that this work should be accomplished ASAP.

The meeting was continued at the Town Hall Annex – Small Meeting Room at 7:35 P.M. Recently appointed Cemetery Superintendent, William (Bill) Bergstrom joined the group. Member Constantino severed as the interim Cemetery Committee, Chairman.

Introduction of William (Bill) Bergstrom – Cemetery Superintendent

The Cemetery Committee welcomed Bill and asked him to introduce himself. Bill stated that he works for two local funeral homes and is well aquatinted with responsibilities and duties of his new position. He is presently working to get up to “speed” regarding his new duties and overall knowledge of the cemeteries. He also mentioned that he likes to work with people and understands the difficulties people face during the difficult time of loss. He noted that within the past year or two he has moved to Princeton and that he will be available to respond to Cemetery Department needs as they arise.

Review of June 11, 2018 Meeting Minutes

The meeting minutes for June 11, 2018 were reviewed.

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

The motion was seconded by member, Steele.

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

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

This is a carryover agenda item that is scheduled to be completed by September/October 2018. Former Chairperson, Grettum is in the process of compiling an inventory of all available/saleable cemetery lots/plots.

Review of Bids for Tree Removal and Pruning at Boylston & Meeting House Cemeteries and Repair of the Cobblestone Pathway at North Cemetery

Member Milenski presented a spread sheet with quotations he obtained for tree work at Boylston and Meeting House Cemeteries and repair work to the cobblestone pathway at North Cemetery. Cemetery Superintendent, Bergstrom mentioned that he will meet with New England Acreage Group this week to obtain a third quote for the cobblestone repairs. He will move forward reviewing the quotations and complete this work per the outlined budget instructions and directions from the Town Administrator. The encumbered funds for this work are a result of budget savings on the contracted mowing services this spring.

Election of a New Chairman

Interim Chairman, Constantino noted that the committee needs to elect a new chairman, since the former chairperson is no longer a committee member. Member Milenski suggested that he continue as the Cemetery Committee Secretary. After some discussion the committee asked member Steele to assume the Chairmanship. Member Steele expressed his main reservation regarding assuming the Chairmanship is that he is a new member to the committee and would prefer to have a member with longer tenure assume the Chairmanship.

Per continued discussion member, Steele agreed to take on this responsibility. The committee members expressed their gratitude to Charlie for assuming the Chairmanship. Member, Constantino also noted that the Cemetery Committee is minus one member and that the town website has a posting to recruit an additional member.

A motion was made by member, Constantino to elect member, Steele as the new Cemetery Committee Chairman.

The motion was seconded by member, Milenski.

The motion passed to elect, Charlie Steele as the Cemetery Committee Chairman.

Vote : 3 – 0. Abstention: 1

Next Meeting – August 13, 2018

The members set the time and date for the next meeting on August 13, 2018. An inspection of Parker I Cemetery will commence at 6:30 P.M. with inspections of North and Meeting House Cemeteries to follow directly after. The monthly meeting in the Town Hall Annex – Small Meeting Room will follow the cemetery inspections.

Member Milenski motioned to adjourn.

Seconded by Member Constantino.

Motion Passed: 4 – 0.

Meeting adjourned at 8:35 P.M.

Submitted by Ron Milenski, Secretary

PCCminutes 8.7.2018