

**Milton Cemetery Trustees
Meeting Minutes
Wednesday January 20, 2016**

Present: John Katwick (Chair), Larry Brown, and Gordy Maness

Meeting was called to order at 9:00 am by John Katwick, Chair.

Old Business:

The minutes for December 15, 2015 were reviewed and amended as follows: Motion to close the meeting was moved to the end of the minutes after all other business actions and the dollar amount requested be transferred from the Trust Fund to Public Works was changed from \$1250 to \$1531.40. Mr. Katwick made a motion to accept the minutes as amended. Mr. Maness seconded. Motion passed 2-0, Mr. Brown abstained.

New Business:

Mr. Katwick updated us on each item from the Dec 15 minutes.

- Wentworth-Hayes cemetery: Work completed no further action required.
- Berry-Wiggins cemetery: Work will be completed by Mr. Bob Smith.
- The purchase of software for keeping cemetery records: The cost is included as a part of this year's budget to be voted on March 8, 2016.
- Milton Mills Cemetery transfer to the Town: Two warrant articles supporting this transfer have been written and approved by the town attorney and the Selectmen and will be voted on by Milton residents March 8, 2016.
- Update of Prospect Hill Cemetery: Mr. Katwick reported that Lebanon's new attorney has contacted him regarding this issue and is in the process of reviewing all the information regarding the issue.
- Silver Street Cemetery Map: Creation of this map will be done this coming summer. In our discussion on this item Mr. Katwick expanded the discussion to whether or not the cemeteries maintained by town employees are owned by the town. He reported that he had the Town

Assessor check and she confirmed all the cemeteries listed with perpetual care are owned by the Town of Milton. A copy of the supporting documents were provided to Mr. Katwick.

Mr. Katwick provided copies of the latest drafts of the Right to Inter documents we will need to use once the Town of Milton is the owner/operator of the Milton Mills Cemetery. They include an "Application for Right to Inter" and a "Certificate of Right to Inter". The drafts were reviewed and approved by the Town Attorney. Mr. Brown asked Mr. Katwick if these documents, as written, would accomodate future changes regarding cemetery operations. Mr. Katwick will check with the Town Attorney. Mr. Katwick provided us a copy of the Cemetery Trustee's input for Milton's Annual Town Report.

Other Business:

Mr. Katwick mentioned that our workload in the coming year would be dramactically increasing. This is mainly due to the Town taking control of the Milton Mills Cemetery. We will also be reviewing our bylaws, operating rules and regulations and those of the Milton Mills Cemetery, with a goal of combing them into a single document. We will start this process at our next meeting scheduled for February 17, 2016 at 9 a.m. at the Milton Town Hall.

Mr. Maness motioned to close the meeting, Mr. Brown seconded the motion. Motion carried 3-0. The meeting adjourned at 10:13 am.

Respectfully submitted,

Gordy Maness
Secretary/Bookkeeper

2 Attachments

1. Before and After Photos Tasker Cem (#4)

Minutes approved:

1.20.16CT

_____ John Katwick, Chair

_____ Larry Brown

_____ Gordy Maness, Secretary/Bookkeeper