

**Milton Cemetery Trustees
Meeting Minutes
Friday July 29, 2016**

Present: John Katwick (Chair), Gordy Maness, Suzanne Babel, and Charlotte Mee

Guests: Dave Tibbetts, Phil Twombly, Bob Carrier, Lois Michaud, and Dana Smith,

Meeting was called to order at 9:05 am by John Katwick, Chair.

Old Business:

Mr. Maness made a motion to approve the minutes for July 8, 2016 as written. Mr. Katwick 2nd the motion. Motion passed 2-0.

New Business:

Mr. Tibbetts and Mr. Twombly, Wakefield Cemetery Trustees, provided a superb demonstration of the software Wakefield uses to maintain cemetery records and to manage the operation of their cemeteries. The demonstration generated several questions and discussions. We agreed that now it would be good to have a representative from the software company come and demo/discuss their product with regards to our specific requirements.

Other Business:

Mr. Katwick said the transfer of the Prospect Hill Cemetery to Lebanon is getting closer as the legal counsels for both towns have filed the appropriate legal documents. We received a letter from Lebanon's legal counsel requesting our concurrence to complete the transfer via a quiet title transfer. Mr. Maness made a motion that we accept their recommendation. Mr. Katwick 2nd the motion. Motion passed 2-0. Mr. Katwick will meet with Milton's legal counsel regarding this action. Mr. Katwick said he told the Public Works Director to stop maintaining this cemetery. If any work is needed until the transfer is completed, we will use budgeted highway cemetery maintenance funds and contract the work to be done.

Mr. Katwick said he requested a liaison from the Board of Selectmen be established. The BOS agreed and Andy Rawson will be our liaison.

Mr. Katwick reported the Milton Town Clerk said she is ready to set up a time for us to review the old cemetery documents and records which had been stored in an old safe in the old Townhouse.

Mr. Katwick said before the Milton Mills Cemetery can be transferred to the Town, there are some actions specified by RSA 41:14A which need to be completed by the BOS. He said he will advise the BOS of these requirements. Norway Plains has now completed the property survey and Mr. Katwick has received the bill for this work and has applied for payment.

Mr. Katwick presented a letter the BOS received from the Town of Middleton requesting assistance from Milton to help Middleton comply with State Statute RSA 289 requiring all towns to provide cemetery space for all residents. This request will need to be discussed further with the BOS.

The next meeting will be Aug 12, 2016 at 9:00 a.m. in the Milton Town Hall.

Mr. Maness made a motion the meeting be adjourned, Mr. Katwick seconded the motion. Motion passed 2-0 and the meeting was adjourned at 10:28 a.m.

Respectfully submitted,

Gordy Maness
Secretary/Bookkeeper
Minutes approved:

_____ John Katwick, Chair

_____ Bruce Woodruff

_____ Gordy Maness, Secretary/Bookkeeper