

**Milton Cemetery Trustees
Meeting Minutes
Friday Aug 12, 2016**

Present: John Katwick (Chair), Gordy Maness, Bruce Woodruff, Suzanne Babel, Charlotte Mee, Bob Carrier, and Lois Michaud.

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

Old Business:

Mr. Katwick provided one correction to the 29 Jul 16 meeting minutes. Mr. Maness made a motion to approve the minutes for July 29, 2016 as amended. Mr. Katwick 2nd the motion. Motion passed 2-0.

New Business:

Mr. Katwick said that after seeing the software demonstration by the Wakefield Cemetery Trustee at our last meeting, to avoid duplicating our work, we may want to suspend our work to automate our cemetery card files to the excel spreadsheets. Mr. Woodruff and Ms Babel stated they had completed their work on card files "A - D". They also stated this is a very labor intensive process. We all agreed that, until we meet with the software developer and actually purchase new software we should suspend our work on the card files.

Mr. Katwick provided Mr. Maness an updated perpetual care cemetery list.

Mr. Katwick reported on the Board of Selectmen Meeting 8 Aug 16, where Mr. Katwick reminded the BoS of the need to comply with RSA 41:14A in order for the transfer of the Milton Mills Cemetery to be transferred to the Town of Milton. The RSA requires the BoS receive a recommendation from both the Planning Board and the Conservation Committee regarding the transfer of property. Mr. Gray said he will work with the Planning Board and Mr. Beaulieu will work with the Conservation Committee.

Mr. Katwick said he attended a meeting with Wakefield and Middleton Cemetery Trustees regarding Middleton's request for outside assistance to comply with RSA 289. Mr. Katwick proposed drafting a letter for our BoS to send to the Town of Middleton stating that since the Town of Milton does not yet own the Milton Mills Cemetery, we are unable to assist them at this time. This issue could be readdressed after Jan 1, 2017.

We continued our review of the Milton Cemetery Rules and Regulations. During the process we are comparing rules and regulations from other communities as well as those from the Milton Mills Cemetery Association in an effort to determine what is best suited for our needs. We did not complete these and plan to continue our work at our next meeting.

Other Business:

Mr. Katwick said he received authorization from the NH Attorney General to bury the cremated remains of Nancy Ellen Plosza from Edintown, PA which had been found in a container at the Second Hand Store located in Milton.

Mr. Katwick said he is working on updating the maintenance list for PC and Minimal Care cemeteries provided to the Public Works Department. This is in response to their request for an updated listing.

The next meeting will be Aug 23, 2016 at 5:00 p.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 10:30 a.m.

Respectfully submitted,

Gordy Maness
Secretary/Bookkeeper
Minutes approved:

_____ John Katwick, Chair

_____ Bruce Woodruff

_____ Gordy Maness, Secretary/Bookkeeper