

**Milton Cemetery Trustees  
Meeting Minutes  
Tuesday, Sep 06, 2016**

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

**Meeting was called to order at 5:00 pm by John Katwick, Chair.**

**Old Business:**

Mr. Katwick made a motion to approve the minutes for Aug 23, 2016 as written. Mr. Maness 2<sup>nd</sup> the motion. Motion passed 3-0.

**New Business:**

We continued our review of the Milton Cemetery Rules and Regulations. Ms. Babel provided an updated draft incorporating previous changes for us to review. Mr. Katwick suggested adding 5 new rules addressing internments, State of NH permit forms, and Cemetery Vault/Tomb procedures. These rules will be added along with a few minor changes and Ms. Babel will provide an updated draft for final review and approval at our next meeting. Once approved the rules and regulations will be posted to the Town of Milton website.

Mr. Katwick made a motion to have the updated Right to Inter documents placed on the Town of Milton website. Mr. Woodruff 2<sup>nd</sup> this motion. Motion passed 3-0.

**Other Business:**

Mr. Katwick said since he has received authorization from the NH Attorney General to bury the cremated remains of Nancy Ellen Plosza from Edintown, PA he will be performing this service in the near future. He said he has received word from Dignified Cemetery Services that they will donate a stone to mark the placement of Ms Plosza's remains. He will send an email notifying us of the date and time for the ceremony and also will be notifying Foster's Newspaper of the event. Mr. Katwick encouraged us all to attend.

Mr. Katwick said he will be contacting Pontem Software to see if they will come to Milton and demonstrate their software for managing cemetery operations/records. Mr. Woodruff suggested we also solicit bids for other software developers to show us their products. He will draft an ad for this purpose.

Mr. Katwick asked about updating the Maintenance Listing for our cemeteries. Mr. Maness agreed to comparing our previous listing with the updated Perpetual Care listing. Mr. Katwick will forward the latest maintenance listing to Mr. Maness.

Mr. Katwick asked about the status of the Silver Street Cemetery map. He said he has been contacted by a local boy scout looking for a project to help him earn his eagle scout badge and

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that he might be a good candidate to assist with this project. Mr. Maness said he will contact Mrs. Wayne and she where she is on this project and if she could use this young man's assistance.

The next meeting will be Sep 28, 2016 at 5:00 p.m. in the old Milton Town House.

Mr. Maness made a motion the meeting be adjourned, Mr. Woodruff seconded the motion. Motion passed 3-0 and the meeting was adjourned at 5:45 pm.

Respectfully submitted,

Gordy Maness  
Secretary/Bookkeeper  
Minutes approved:

\_\_\_\_\_ John Katwick, Chair

\_\_\_\_\_ Bruce Woodruff

\_\_\_\_\_ Gordy Maness, Secretary/Bookkeeper