

**Milton Cemetery Trustees
Meeting Minutes
Wednesday, Sep 28, 2016**

Present: John Katwick (Chair), Gordy Maness, Bruce Woodruff, Andy Rawson, Suzanne Babel, Lois Michaud, Bob Carrier, Spencer Ricker, Erin Bock, and Adam Bock.

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

Mr. Katwick began the meeting by introducing Spencer Ricker and discussing his desire to achieve his Boy Scout Eagle Badge by completing a cemetery improvement project. We agree to help him with this effort and we will identify a cemetery for him to improve in the next few weeks. We also discussed with him the possibility of creating a layout map for the Silver Street Cemetery. Mr. Ricker said he would be interested in taking this on as well. Mr. Katwick and Mr. Maness agreed to try and meet with him sometime next week.

Old Business:

Mr. Woodruff made a motion to approve the minutes for Sep 6, 2016 as written. Mr. Maness 2nd 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 read them aloud and each rule was either approved as written or revised as needed. Mr. Woodruff made a motion to approve the Rules and Regulations as amended and once amended have them posted to the Town of Milton website. Mr. Maness seconded the motion and the motion passed 3-0. Ms Babel volunteered to make the changes and provide the amended version to the Milton Landuse Clerk for posting to the town website.

Mr. Woodruff provided a draft "Request for Proposal Cemetery Management Software for Cemetery Trustees" for review and discussion. This generated a lot of discussion and we all agreed we needed to thoroughly review the proposal and plan to discuss and fine tune it at our next meeting.

The next meeting will be Oct 12, 2016 at 9 am. at the Milton Town Hall in the Selectmen's meeting room.

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