



Milton Cemetery Trustees Meeting Minutes August, 15, 2018

Board Members Present: John Katwick (Chair), Brian McQuade

Members of the Public Present: Charlotte Mee, Bob Carrier, Susanne Babel, Jeanmarie O'Herron

The Meeting was called to order at 10:05 am. by John Katwick, Chair.

Approval of Meeting Minutes for July 18, 2018

Mr. Katwick moves to approve the meeting minutes as written for July 18, 2018, Mr. McQuade seconded the motion. The motion passed 2-0.

Review Cemetery Software suppliers. (iWork's Meeting)

Since Mr. Woodruff was not in attendance this will be added to the next agenda.

Progress updates on card file input (George Plummer Cemetery)

Mr. Katwick asked updates from Mrs. O'Herron. Mrs. O'Herron spoke on her work with the George Plummer Cemetery and she completed adding the information into an excel spreadsheet. Mrs. O'Herron had some questions on the potential software companies we'll be using and how detailed their database headings will be. Mr. Katwick noted the excel sheet that was used as an example is the essential information that we need, but there will be more options available from the company chosen for the project. Mrs. O'Herron asked regarding the upload process and what's involved with that as sometimes there is information loss or formatting issues and Mr. Katwick answered that they'll work with us on that. Mr. Katwick thanked Mrs. O'Herron for the work she completed which was approximately 20 hours.

Approve Capital Expenses for Winn Landscaping for Milton Mills Cemetery

Mr. Katwick said that the work being done requires a licensed person to spray along the Milton Mills cemetery for the Poison Ivy, mowing of the cemetery field is also taking place, The costs associated are \$200 for the spraying, \$585 for the field mowing for a total of \$785. Mr. McQuade would not make a motion for this after discussion on why the town is not taking care of the town-owned cemetery and the costs associated.

Silver Street Cemetery mapping project update

Mrs. Hutchings was not at the meeting so this will be added to the next meeting agenda.

Follow up on RSA 289 For Cemetery Trustees responsibilities

Mr. McQuade asked if this could be moved to next months meeting since Mr. Woodruff was not here and Mrs. Babel would like some more time to review the RSA. Mr. Katwick agreed and it to the agenda for the next meeting.

Cemetery Trustees Training workshop by New Hampshire Municipal Association

Mr. Katwick would like to see Mr. McQuade and Mr. Woodruff take the workshop, it speaks about the MS9 in detail and he believes it would be a great benefit to us.

New business

Mr. Katwick spoke about some calls received from the Milton Police Department regarding things he isn't happy about but they are controlling it as best they can. He was notified there were a few homeless people up there with a tent. It was suggested to him to possibly invest in a few cheap cameras to keep an eye on the area. Mr. Katwick noted that he's spent some hours putting in new steel stakes at the cemetery and someone went and took them all out. Mrs. O'Herron would like to look for a low-cost, high yield solution regarding video and/or camera options.

Mr. Katwick said the total perpetual care earnings for 2018 for the town so far were \$3,757 and that was based on a total principal and interest balance of \$216,289.

Mr. Katwick spoke on the previous major cleanup at the Milton Mills cemetery site. He is in the process of getting a water test done, it's been five years since he had this done last by Eastern Analysis. Mr. Katwick spoke with the Highway Department and they aren't doing the testing he was told they were doing so by the town, so he'll be looking into this further.

Mr. Katwick said that the last two years has been labor intensive for him. Due to the law regarding a town-owned cemetery, the taxes are likely to increase for the maintenance and care of the town-owned cemetery.

Mr. McQuade announced he and his wife were expecting a baby girl in December.

Next Meeting

The next meeting will be held on Wednesday, September 19, 2018, at 10:00 am.

Mr. McQuade motioned to adjourn the meeting, Mr. Katwick seconded, motion passed 2-0 and the meeting was adjourned at 10:40 am.

Respectfully submitted,

Brian McQuade, Secretary

Minutes Approved:

_____ John Katwick, Chair

_____ Bruce Woodruff

_____ Brian McQuade, Secretary