

APPROVED  
4/14/14

**Milton Cemetery Trustees  
Meeting Minutes  
Wednesday March 27, 2013  
Minutes**

**Present: John Katwick (Chair), Donna Elliott (Secretary/Bookkeeper), Tom Gray, Pat Smith, Charlotte Mee, Suzanne Booska.**

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

**Election of Officers.**

Motion made by Donna Elliot to elect John Katwick for Chair, seconded by John Katwick.

Motion made by John Katwick to elect Donna Elliot for Secretary/Bookkeeper, seconded by Donna Elliott.

**Approval of Minutes 12/30/2011.**

Motion made by John Katwick to approve 12/30/2011 meeting minutes, seconded by Donna Elliott.

**Approval for 2012 Perpetual Care Earnings withdrawal.**

Motion made by John Katwick and seconded by Donna Elliott for approval for Milton Cemetery Trustees to grant approval to pay \$2,230.02 to the Town of Milton from the 2012 Perpetual Care earnings to be used for 2013 P.C. grave maintenance and Memorial Day flowers that have Perpetual Care funds.

**2012 Cemetery review results.**

John Katwick showed pictures of 30 cemeteries that were reviewed by the Cemetery Trustees in 2012 that are listed as general maintenance, with conditions of each Cemetery. Results being good with some general maintenance needed in 2013 on seven Cemeteries. Tom Gray asked if these needed maintenance mint monument repair and John said no and presented pictures of these 7 cemeteries showing the general clean up and cutting of saplings needed.

**List of all Cemeteries with Perpetual Care Funds and total cost per fund for 2012 maintenance and Flower cost.**

John Katwick presented a report showing each private fund with actual cost for the maintenance and Memorial Day Flowers as calculated by the Cemetery trustees with the hours submitted by our Highway Department for 2012. He explained that these amounts are what the Cemetery Trustees request from the Trustees of the Trust Fund to pay the Town of Milton for there services.

John Katwick also mentioned while putting this report together he discovered that our records show there is seven more Cemeteries that have Private Perpetual Funds in them and four listed that don't have Private P.C. funds. John stated we will work with the Trustees of the Trust fund to review these possible errors in 2013. Pat Smith responded

with we have been taking care of these cemeteries for years and John response was, yes we have and if after the review with the Trustees of the Trust Fund proves these errors, we will change them to general maintenance and continue the maintenance.

### **Cemeteries listed as Town owned Property**

John presented a report with Town Record showing 18 cemeteries as Town owned property with a land value of \$169,200 with a total of 11.44 acres. John questions this being Town owned and will work with our staff at Town Hall to review.

### **Two year Plan to Transfer the Ownership of the Milton Mill Cemetery to the Town of Milton.**

John presented an overall History of the Milton Mills Cemetery as follows.

The Cemetery started as a private family owned cemetery in 1830, 183 years ago.

The MMCA was formed in 1915, 98 years ago, and has been financially self sufficient for these 98 years. John presented a bar graft document showing the last 17 years of total receipts and disbursements, with totals showing total receipts of \$150,172 and total disbursements of \$139,821 with a balance of \$10,351.

This cemetery is in excellent shape and has an excellent sandy soil base which makes good for use of a cemetery.

Cemetery has 19 acres and available land for 1200 plus burial lots to be sold which is good for 200 plus years figuring on today's stats.

John Katwick stated the Milton Mills Cemetery Association members are not having good luck drawing interest, from our younger generation and we do not want this Cemetery to end up like our Prospect Hill Cemetery, un owned.

John Katwick stated he has reviewed all Town owned property and found none suitable for developing a new cemetery.

Pat Smith asked who will be handling the additional work required to manage this cemetery. John Katwick said the Milton Cemetery Trustees have this responsibility and yes it will consist of many hours per year for the Milton Cemetery Trustees.

John Katwick made the Motion for approval to start an estimated two year plan to work with the MMCA to transfer the ownership of the Milton Mills Cemetery to the Town of Milton so Milton can provide a public Cemetery for Milton residents which is required under the Law RSA 289:2. Seconded by Donna Elliot.

John Katwick made the Motion for the approval to withdraw funding from the Capital Reserve Fund (Milton Cemetery Fund) for Survey cost associated with this Milton Mills Cemetery and the Town of Milton transaction of ownership, seconded by Donna Elliot.

We as a group decided we would work with the Town Administrator and understand clearly how the funds would be managed by the Town if this transaction is accomplished. Tom suggested we contact David Leven for his advice.

We all agreed on the approval process we need to follow, listed below.

**Milton Cemetery Trustees  
Milton Mills Cemetery Association.  
Milton Board of Selectmen.  
Town Lawyer.  
Attorney Generals Office  
Warrant Article**


John Katwick thanked everybody for coming to this meeting and agreeing to being a team member on this huge transaction and huge cost savings for the tax payers of the Town of Milton if we accomplish this transaction.

A Motion was made by John Katwick to adjourn at 11:09am seconded by Donna Elliot

Respectfully Submitted  
Donna Elliot

Minutes approved;

 4/14/14 Chair

 4/14/14 Secretary/Bookkeeper.