



## **Milton Cemetery Trustees Meeting Minutes September 10, 2019**

**Board Members Present: Bruce Woodruff (acting chair), Brian McQuade**

**Members of the Public Present: Susanne Babel, Jeanmarie O'Herron**

The Meeting was called to order at 10:03 am by Bruce Woodruff, acting chair. as John Katwick is on excused absence.

### **Approval of Meeting Minutes for August 14, 2019**

Mr. McQuade motioned to approve the meeting minutes for August 14, 2019. Mr. Woodruff seconded the motion. Motion passed 2-0.

### **Old Business**

#### **Alternate Cemetery Trustee members**

Mr. Woodruff will attempt to speak with Mrs. Woods regarding the alternate position and if he is unable to do so, Mr. McQuade will contact her. Mrs. O'Herron did indicate she would be interested in the alternate spot. This has been tabled until further information is found on the proper procedure for approving an alternate.

#### **Update on Burial Search data input**

Mrs. O'Herron has held off on this due to the discussions of the software as she would prefer not to enter the same data multiple times. Mrs. O'Herron stated she would be able to input the data into the new system and volunteered for that, Mr. Woodruff and Mr. McQuade accepted that after she has trained on the system following its purchase.

#### **Cemetery Software and Hardware**

Mr. Woodruff has reached out via email to Pontem and has yet to hear back. Mr. Woodruff stated that the default budget last year had \$4,000 in it for the software, and we may have \$4,000 additional funds for next year's budget.

#### **Repair Cemetery Cement Wall**

Mr. Woodruff has not heard any response on scheduling the work as he's waiting on a response from Mr. Vetter.

**Cemetery Volunteer Program Progress**

Mr. McQuade has received a list of cemeteries that indicate which cemeteries are being taken care of by the town from Mrs. Babel and will be formulating a plan for this.

**New Business**

**Next Meeting**

The next meeting will be held on Tuesday, October 08, 2019, at 9:00 am.

Mr. McQuade motioned to adjourn the meeting, Mr. Woodruff seconded, motion passed 2-0 and the meeting was adjourned at 10:24 am.

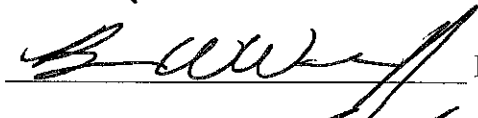
Respectfully submitted,

Brian McQuade, Secretary

Minutes Approved:



John Katwick, Chair



Bruce Woodruff



Brian McQuade, Secretary