

**TOWN OF SILVER CITY
MINUTES OF THE CEMETERY BOARD
REGULAR MEETING**

**Public Works Administration Building, 610 East 8th St. Silver City, New Mexico
May 23, 2018 - 10:00 a.m.**

Present: Linda Nunez, Chair
Jeff Fell, Vice Chair
Elizabeth Miller

Also Present: Peter Pena, Public Works Director
Guadalupe E. Cano, Ex Officio
Olivia Britton, Finance Dept. Representative
Ann Mackie, Town Clerk

CALL TO ORDER – Chair Nunez called the meeting to order at 10:04 a.m. Paul Baca (excused) and Dale Giese were absent. A quorum of the Board was present.

CHANGES TO THE AGENDA – None.

APPROVAL OF THE MINUTES – April 25, 2018 Regular Meeting – Chair Nunez asked for a motion to approve the minutes. Mrs. Miller moved to approve the minutes, and Ms. Nunez seconded. All were in favor, motion carried.

PUBLIC INPUT – None.

REPORTS -

A. Public Works Representative – Mr. Pena reported it was dry at the Cemetery and that maybe the survey would be ready by the next meeting.

B. Town and Country Garden Club Representative – None.

C. Community Development Director - None.

D. Chair - None.

UNFINISHED BUSINESS –

A. Discussion and possible vote on the historical brochure. Ms. Britton reported she talked with Ken Dayer, Silver City Library Director, about having Library volunteers do research on the names in the brochure, and that he would give the information to her when it was completed. There was further discussion about how the names on the brochure could possibly have more detail and different ways they could make more space on the brochure in order to add more lines.

NEW BUSINESS -

A. Discussion and possible vote on the Rules and Regulations of the Cemetery. Clerk Mackie brought Manager Brown's update to Part III Opening and Closing to change Item 1 and Part IV Graves and Markers to add Item 10 as follows:

PART III - OPENING AND CLOSING

Change Item 1 as follows: "1. The Town performs all openings and closings. If necessary, the Town has the right to move headstones or other items on adjacent cemetery plots to avoid damaging them."

PART IV - GRAVES AND MARKERS

Add new Item 10 as follows: "10. The Town has the right to realign headstones in the New Section to maintain uniform placement of all markers."

Renumber the previous Items 10 and 11 as Items 11 and 12.

There was discussion and Manager Brown's changes to Part III were amended as follows:

PART III - OPENING AND CLOSING

Change Item 1 as follows: "1. The Town performs all openings and closings. When necessary, the Town may need to place equipment on gravesites and has the right to move headstones or other items on adjacent cemetery plots to avoid damaging them."

The Board and Mr. Pena were okay with Manager Brown's language for Part IV - Graves and Markers. Chair Nunez asked for a motion. Vice Chair Fell made a motion to accept the changes to Part III and Part IV to the Rules and Regulations as presented and amended. Ms. Miller seconded. All were in favor, motion carried.

B. Discuss the agenda items for the next meeting scheduled for May 23, 2018. Chair Nunez asked Clerk Mackie to check with Ms. Britton about the Library volunteers' research work on the historical brochure to see if it would be ready for the next meeting. There was also discussion about a Notice of Intent Ordinance that had been presented at the May 22, 2018 Council Meeting and how it may affect the Cemetery Board and other Town Boards and Commissions. Councilor Cano said she may not be able to attend the June 27, 2018 Cemetery Board meeting.

ADJOURNMENT – Chair Nunez asked for a motion to adjourn at 10:22 a.m. Vice Chair Fell moved to adjourn. Mrs. Miller seconded. All were in favor, motion carried.

/s/ _____
Linda Nunez, Chair

Attest:

/s/ _____
Ann L. Mackie, Town Clerk