**Town of Bath Cemetery Committee**

**February 22, 2022**

**Agenda**

1. Finance Report
2. Home Rule Application
3. Hotel/Motel Application
4. County Funding Application
5. Town of Bath Budget & Greenway Cemetery
6. Make It Shine Application
7. Status of the Mausoleum
8. Status of Cemetery Employees & Contractors

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**Minutes**

1. Finances. Elizabeth Skinner reported that the TBCMMI currently has just under $7,000.
2. Home Rule Application. Elizabeth reported that she has been working on an application to file with the West Virginia Home Rule Board to seek permission to sell part of the Olde English Cemetery to the Willards, who own adjacent property to a small portion of the cemetery that has never been (or will be) used for burials. In the process of preparing the application, Elizabeth Skinner learned that the Town of Bath cannot file an application with the board on any issue dealing with property outside the border of the Town of Bath. Both Elizabeth and Mr. Dick Gay, attorney for Bath, agree that the town must first annex the Olde English Cemetery into Bath before it can submit its Home Rule Application. The Cemetery Committee agreed by common consent to seek a motion from the full Town Council to authority Mr. Gay to undertake the steps to annex the cemetery into the Town of Bath. Meanwhile, Elizabeth will continue to work on the Home Rule Plan, so that it can be submitted as soon as the Olde English Cemetery is annexed into town.
3. Hotel/Motel Application. Elizabeth Skinner informed the committee that she has submitted an application for Hotel/Motel funding to Bath’s Town Council. The entire council was forwarded a copy of the request.
4. County Application for Funding. Elizabeth Skinner informed the committee that she is investigating whether or not the Town of Bath can apply for county funding to assist Bath with the costs of mowing Greenway Cemetery and the costs of repairing the mausoleum. Elizabeth will let the committee know at its next regular meeting if this is possible.
5. Budget. Elizabeth Skinner informed the committee that she will be informing the Town Council during work on its 2022-2023 budget that the TBCMMI will not be able to pay for most of the cost of mowing Greenway Cemetery this summer. At present, Greenway Cemetery is not generating any funds from funerals because it has no undertaken to open and close graves. These fees are the primary source of income for the TBCMMI, which is used almost exclusively to mow Greenway each year.
6. Make It Shine. Elizabeth Skinner filed an application with the state of West Virginia for both the Town of Bath and for the TBCMMI to participate in WV’s Make It Shine Program. This event will take place on April 2, 2022, with a rain date of April 9. Elizabeth will submit an article to *the Morgan Messenger* to publicize Make It Shine in Bath and Greenway Cemetery.
7. Mausoleum. Pete Brown and Tom Miller have been working with Elizabeth Skinner to determine what needs to done to renovate the mausoleum in Greenway Cemetery to a respectful condition. The professional estimate on this work would be approximately $55,000. Elizabeth gave each member of the Cemetery Committee a handout prepared

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by Pete Brown and Tom Miller that show pictures of the current damage to the mausoleum, a list of what needs to be done to repair the mausoleum, and the costs to fix the building. The purpose of this document is to inform potential contractors of the nature of the job they would be bidding on and doing. This document will be distributed to the full Town Council at its next regular meeting.

1. Employees. Greg Forney, Town Council member, is working with Elizabeth to hire a company to do casket burials in Greenway Cemetery. Elizabeth Skinner believes she has recruited a man to do urn burials. Greg and Elizabeth will work with Berkeley Springs Water Works to get the company trained to use the BSWW’s backhoe to do burials as soon as possible.
2. Adjourned at 5:30 PM.