

FOUNTAIN HILL CEMETERY ASSOCIATION  
Regular Meeting Minutes March 21, 2011

Richard Forristall, President, called the Regular Meeting of the Fountain Hill Cemetery Association to order at 7:04 P.M. Monday March 21, 2011. Present: Margot Gamerdinger, Lori Guerette, Robert Larson, Jayne Mather, Sue Miron, Thomas Skinner, Regina Tate, Art Thompson.

**Minutes:** on MOTION made J. Mather, seconded by R. Tate, and VOTED to accept the Minutes of January 2011. Motion CARRIED.

**President's Report:** R. Forristall note call concerning family plot, genealogy information. Work on updating files continuing. Call from Sam at Robinson, Wright Funeral Home concerning 'green burials', questioned if there is any interest in pursuing this, R. Forristall will request Sam to attend next meeting. Discussion concerning if there are State rules concerning burials which requiring a vault excepting religious reasons. Noted 'green burial' plot size would have to be larger for ongoing maintenance, would need to reconsider fees.

**Financial Report:** J. Mather presented for review monthly budget report, ten months into fiscal year, percentages should be at 83%, noted revenues at 80% and expenditures at 82%. On MOTION made by M. Gamerdinger, seconded by R. Tate, to approve treasurers report. Motion CARRIED. Noted current Perpetual Care Fund balance of \$250,000.

**Superintendent's Report:** noted tractor will be sent to Mid-State for completion of minor repairs which were started in the fall.

**Building Project:** T. Skinner gave update of progress to date, will need some assistance for S. Nelson for moving equipment into Chapel temporarily, option to use room at Tri-Town for office and lockable file cabinets (unsure of how many would be needed). Noted temporary electrical service by Top Notch scheduled, CL&P requires copy of current bill prior to moving service, tree branches have been removed to accommodate power lines. Discussion of building integrity - will be better able to determine once top floor is removed. Discussion of slate roof, potential to have removed and saved for use on Chapel, if affordable.

Project prices discussed, at this point the project is approximately \$75,000. Discussion of timeline of work to be done and bills, where to submit bills, who should review bills for approval. Noted all funds would be withdrawn from the Perpetual Care Fund, need projection of when funds will be needed and in what amounts. Discussion to have bills forwarded to T. Skinner, with review also by R. Forristall and J.Mather. Construction work will be independent of any work by S. Nelson. Discussion of permits which may be required for demolition and building, noted that contractors are required to obtain all permits. On MOTION made by L. Guerette, seconded by T. Skinner, to approve building project. Discussion of what is authorized by this vote, if Board can authorize the building committee to enter into contracts up to a certain dollar amount. Motion FAILED. On MOTION made by R. Forristall, seconded by R. Larson, to authorize building committee to start demolition of crematory building and begin construction of the office and equipment building, authorize and empower building committee to enter into contracts for that purpose not to exceed total of \$75,000. Motion CARRIED unanimously.

Noted need to have propane company disconnect lines and tank. T. Skinner requested help to make calls, S. Miron offered assistance, will call Osterman Gas concerning propane tanks.

J. Mather recommended to obtain proof of insurance from all contractors to be provided prior to all work to be done.

A. Thompson made suggestion to have member attend Selectmen's meeting to give update, noted meetings are videotaped for town viewing. L. Guerette will attend these meetings.

Discussion if project would need to go out to bid. Noted FHCA is not an agency of the Town, is a non-profit association so it is not required to go through bid process.

Discussion of Perpetual Care Fund, responsibility to care of grounds once it is depleted.

**Other Business:** R. Forristall noted return of town cell phone by S. Nelson, which had been changed to his personal phone number for use by the Cemetery, the town will provide a separate phone which will be used with FHCA office number as main number instead.

Discussion of Rules and Regulations, final section pending review, discussion at next regular meeting.

Discussion of FHCA 160th anniversary, consideration to hold celebration in conjunction with fall walk, need volunteer to start planning.

Discussion of hiring help for S. Nelson for moving equipment, cleaning of Chapel in preparation for storage.

Discussion of holding monthly meetings through summer considering the projects currently ongoing. Next meeting April 18 at 7:00 p.m.

**Adjournment:** on MOTION made by J. Mather to adjourn at 8:30 P.M.

Respectfully submitted:

Lori J. Guerette, COA