

FOUNTAIN HILL CEMETERY ASSOCIATION
Regular Meeting Minutes November 14, 2011

Richard Forristall, President, called the Regular Meeting of the Fountain Hill Cemetery Association to order at 7:10 P.M. Monday November 14, 2011. Present: Lori Guerette, Mark Lowrey, Jayne Mather, Sue Miron, Thomas Skinner. Also present Diane Brooks, Rhonda Forristall.

Minutes: on MOTION made J. Mather, seconded by M. Lowry, and VOTED to accept the Minutes of September, 2011 as amended to note correction to financial report indication budget at 33% vs 67%. Motion CARRIED as amended.

President's Report: R. Forristall noted next meeting and all further meetings to be held at the new Deep River Ambulance Barn on the third Monday of each month as indicated on the Schedule. Noted that regular meetings are held on alternate months.

R. Forristall noted it will cost \$480 to fix the monument that was damaged during the winter storm, Shelley Bros to do the work. Several other monuments were able to be repaired by S.Nelson.

R. Forristall noted request concerning a cremation done in 1970, however the FHC crematory wasn't in existence at that time.

Noted new potential member Diane Brooks is interested in joining the Board of Directors. Also noted that Dr. Matt Elgart has also expressed an interest in joining.

Rhonda Forristall reported discussions concerning registry of Civil War monuments with the State of Connecticut through the Dept. of Culture and Tourism, however monuments do not fit criteria individually, it was recommended to do FHC as a historical site instead. This would qualify FHC for federal funding and grant funding as available. A contact person, Stacy Vario, has been made at the State, and is willing to work with Rhonda Forristall to complete the application forms. Types of grants available are for technical assistance, property assistance (ie: tree/road repair/building.) Projects should be developed in phases and to apply for funding on yearly basis. On MOTION made by L. Guerette, seconded by S. Miron, to request Rhonda Forristall to proceed with Cemetery Registry with State of Connecticut as an historical site. MOTION carried. Assistance will be needed by members of the Board, J. Mather, T. Skinner volunteered. No application fee or financial reports are required. Will also separately register the Eagle at the green and Columbia with assistance from Jon Kastner.

Financial Report: J. Mather reported on budget, should be approximately 50% into the budget, currently at approximately 57%, noted lots sales at 29%, donations from an estate endowment, expenditures (less building project expenses) are approximately 52%.

Noted donation of replacement tires for tractor from Whelen Eng.

Discussion of building project expenditures, approximately \$85,000, with planned finish of approximately \$125,000. Will need to withdraw approximately \$40,000 from Perpetual Care Fund at Essex Financial, current has a balance of \$162,000.

Noted past over-payments by Bank for the Wooster Fund in 2009, this will be made up in the coming years.

Noted builders risk insurance, related to building project, expires on November 24, an additional three months would be approximately \$300. J. Mather will get continuation.

Superintendent's Report: presented for review R. Forristall noted purchase of a new leaf blower, increase in number of burials, including on Saturdays, has started on leaf removal.

Noted that S. Nelson had requested removal of port-a-pot due to sanitary reasons.

Grounds and Buildings Committee Report: R. Forristall and T. Skinner noted furnace installation has begun, Daniels Oil was approved for project. Tank installation needs trench dug.

Difficulties in getting Sima Well to get on-site to start work, permit has been taken out, hoping to have begun this week.

Discussion of insulation, quote received for entire building or by levels, four days, inclusion of caulking, Connecticut Home Solutions, need comparison quote. Needs to be completed after building inspection done by the town.

O'Donnell will be starting plumbing this week.

Noted electrical has been completed by Top Notch.

Discussion of flooring for the office and bathroom, linoleum preferred, various vender and installation options. S. Miron and D. Brooks will pursue, approximately 250 square feet, estimate to be requested of Westbrook or Johnson Flooring.

Discussion of pet cemetery, preliminary plan approved, no fencing, stone walk with stone benches in sitting area. M. Lowrey noted additional work that Curtis will need to do to make presentation to Scouts, entrance 'fence' markers, sign, location of well/septic clearance. On MOTION made by S. Miron, seconded by J. Mather, to approve plans and proceed with the project. Motion CARRIED.

Discussion of names of sections, consideration of markers/signage at each section. K. Olson will be approached to see if she is willing to proceed with this project.

Noted over winter S. Nelson will be painting sealant on floor, will need light fixtures inside and out, furniture, build work benches, painting inside, exterior was pretreated, consideration to have windows 'caged' to prevent damage.

Other Business: S. Nelson, through R. Forristall, has requested discussion of raise to \$12 hourly for part-time helper Jesse, noted will have decreasing hours over the winter with some exceptions. R. Forristall has noted for safety reasons he would like to have two people available for burials and during tree trimming. Discussion of FHC policy concerning wages, job requirements, and town's wage policy since FHC is now partially funded through town budget. Noted that Selectmen have requested meeting to discuss this prior to approval. On MOTION made by M. Lowrey, seconded by T. Skinner, to approve increase in salary from \$11 to \$12 hourly effective with next full pay cycle. R. Forristall, J. Mather, S.Miron voted for. L. Guerette voted against. Motion CARRIED.

Noted that a meeting will be set to have the town take over payroll.

Discussion of pet owners responsibility to clean up after their pets, consideration to supply bags to pick up after them.

Discussion of Chapel, concern that additional damage will be done over winter from squirrels, benches are to be removed to the Office and Maintenance building for repair, building will be cleaned out.

Discussion of old refrigerator, not to use old one, need to purchase smaller unit, saving on electrical, golf cart should be brought to dump.

Nomination: on MOTION Made by R. Forristall, seconded by S. Miron, to approve nomination of Diane Brooks as a new member of the Board of Directors. Motion CARRIED.

Adjournment: on MOTION made by M. Lowrey to adjourn at 8:30 P.M.

Respectfully submitted:

Lori J. Guerette, COA