

FOUNTAIN HILL CEMETARY ASSOCIATION
Deep River Town Hall
November 19, 2012
7:00 PM

I. CALL TO ORDER: Richard Forristall called to order the Executive Committee meeting of the Fountain Hill Cemetery Association at 7:02 p.m.

II. Roll Call: President Richard Forristall, Vice President Mark Lowrey, Directors: Rhonda Forristall, Jayne Mather, Sue Miron, Kim Olson, Martin Nadel, Diane Brooks, Matt Elgart and Secretary: Melissa Lowrey

Absent: Tom Skinner

III. Approval of Minutes: The minutes of the September 17, 2012 meeting were approved as written.

IV. Chairman's Report

Communications

Richard Forristall received a thank you note from Curtis Turner for the help he received with the pet cemetery. He will be sending an invitation to the Eagle Scout ceremony. Either Richard or Shaun Nelson will attend.

Chairman's Report

The equipment for paving will soon be coming into town. Richard will ask First Selectman, Dick Smith, when he plans to pave the driveway, pet cemetery and add curbing so the water does not overflow. Dick is currently away. Richard will speak with him when he returns next week.

Superintendent's Report

Several trees came down during the storm. Shaun has taken care of the ones by Dr. Zigra's monument and the large one by the office has been cleared. Leaf removal is almost complete. Richard will request an invoice from Shaun that includes cleaning the grounds. This is expected to be approximately \$1,000.

Winter projects include benches for the Wooster Chapel, taking down some trees, painting the office and sealing the floor. A request has been made for a white board to keep a running list of to do items.

Shaun has reported a leak in two of his truck tires. He currently receives \$250 a month for cemetery use of his vehicle. Richard will speak with John Olson, President of Whelen, regarding purchasing tires.

The office has had trouble with the heat. Daniels Oil Company has been out to take a look. We are still under warranty. It was noted that the building has different heating zones and Shaun should be reminded that if an area is not in use, it should be closed off.

Financial Report – Jayne Mather

Jayne Mather submitted the financial report (attached). We are in good standing with total operating expenses at 50%.

Wooster Chapel – Mark Lowrey

To date we have received \$8,550. Mark Lowrey reported the roof repair has been completed. R.A. Parody charged \$4,985 and did an excellent job. This also included a down spout. \$263 has been spent on painting and materials.

Next, the windows need to be taken out, stripped down and put back in. Then power provided for the building. We have received quotes from CL&P (\$611) and Top Notch (\$1,478) to install the electricity. Power will come from the pole, into the basement into the panel box. This will provide one outlet.

A trench is needed for this installation. It was suggested with the weather still on the mild side, now would be a good time for Shaun to complete this.

Mark has estimated seventy-five thousand dollars will be needed to complete the chapel renovations. Future expenses include:

Windows - Leaded glass: \$8,500 / Storm windows \$6,500

Heating - \$15K

Interior Wiring and Fixtures - \$15K

Plumbing and Septic – 15K

Carpentry and benches - \$3K

Kim Olson made mention that since this is a public building, panic bars may need to be installed. We are also in need of some conduit. Richard will speak with John Olson as he has offered to donate material.

Mark would like to raise twenty thousand dollars for next year and suggested putting together a committee to raise funds. It was suggested to get the town involved and if we make money, this would be a benefit and could offset what the town contributes.

A motion was made to continue with the electrical phase before next month. Mark will be in contact with Tim at Top Notch and will meet with Shaun.

It was noted, insurance certificates should be obtained for anyone doing work on the grounds.

V. New Business

Beth Shalom Section

This section needs to be delineated. A surveyor will be requested.

Pet Cemetery

Four hundred dollars has been received, due to fund raisers. At this time, we have had four hundred thirty-five dollars in expenses. The Committee requested to keep a separate running line in the budget to view totals.

Richard purchased two stones from Shelly Brothers. They will be engraved and installed to give people an idea of how future graves will look. The plots are 2' by 2' with and one foot walkway between two rows. Each animal must be cremated. A motion was made regarding the grave requirements: one animal per grave unless two animals are buried at the same time. All animals must be in their own container. The motion was passed.

These will be sold in the same manner as the regular plots. Each will come with a deed, burial information and then the information filed.

It was suggested once completed, color brochures with pictures be made and distributed to veterinary offices, pet stores and local stores/businesses.

Publicity

After the cemetery walk, Cathy Schultz spoke with Ruth Shapley Brown. She is part of the CT Graveyard Network. It was suggested we host a spring walk which would generate good publicity for the Chapel. Ruth offered to advertise through the network. Last year, they participated in a cemetery walk which consisted of a group arriving by bus, taking a tour then going out to lunch. Rhonda offered to narrate the walk. The Committee passed a motion to invite the group in late April or early May. It was also suggested to have a spring symposium and set up a table and advertise.

Town Newsletter

It was suggested to place an ad in the newsletter about Curtis Turner and his involvement with the Pet Cemetery but he has requested that nothing be published until he receives his Eagle Scout award. We will contact him at that time.

Cemetery Fall Walk

Tim Haute did a wonderful job on the informative fall walk. Sue will send him a thank you note. Two hundred and fifty dollars were donated. We served cider, donuts and coffee with the extra donated to fire department members who were testing the hoses at that time.

Donation

Middlesex County Community Foundation donated three hundred dollars to the cemetery. A motion was made to use all of the funds for the Chapel. This motion was passed.

Cemetery Employee

Jayne stated she noticed Shaun having trouble with his back and asked if he should be provided some sort of back support. Richard will speak with Shaun. It was noted OSHA regulations should be posted on the bulletin board in the office. Richard will see these are posted.

Paranormal Research

Susan Morin has spoken with a few paranormal groups requesting to visit the cemetery after hours, at approximately 3 a.m. After some discussion, the following conditions were put into place:

- A Board member must accompany the group
- Attorney Robert Larson must be consulted regarding any liability and draft a waiver
- Visitors must sign the waiver

A motion was made to host the group upon approval from Robert Larson.

Old Business

None reported

VI. ADJOURNMENT

There being no further business, Mr. Forristall adjourned the meeting at 8:10 p.m.

Minutes submitted by Melissa Lowrey