

FOUNTAIN HILL CEMETERY ASSOCIATION
Deep River Town Hall
May 20, 2013
7:00 PM

CALL TO ORDER: Richard Forristall called to order the Annual Meeting of the Fountain Hill Cemetery Association at 7:05 p.m.

I. **Roll Call:** President Richard Forristall, Vice President Mark Lowrey, Treasurer Jayne Mather, Secretary Melissa Lowrey, Directors: Rhonda Forristall, Sue Miron, Martin Nadel
Absent: Matt Elgart, Diane Brooks

II. **Approval of Minutes:** The minutes of the March 18, 2013 meeting were approved as written.

III. Communications

Richard Forristall stated two people requested to sell their plots back to the Foundation. They have sent their deed to Richard, who has forwarded it on to Shawn Nelson, Superintendent. Richard will send the reimbursement for the plots, minus one third for the Perpetual Care Fund.

IV. Chairman's Report – Richard Forristall

Nominations for the Board of Directors:

Richard Forristall, Mark Lowrey, Jayne Mather, Melissa Lowrey, Sue Miron, Diane Brooks, Martin Nadel, Matt Elgart and Scott Nelson

Motion made and approved to accept nominees as read.

Election of Officers

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| Richard Forristall: President | Mark Lowrey: Vice President |
| Jayne Mather: Treasurer | Melissa Lowrey: Secretary |

Motion made and approved to accept officers as read.

Art Thompson and Ann Pollock have expressed interest in joining the committee. This to be decided at a later date.

Conflict of Interest Statement

The Conflict of Interest statement will be distributed to Committee members by the secretary. The Committee will decide at the next meeting whether or not to have members sign.

The Cemetery is getting readied for Memorial Day.

V. Financial Statement – Jayne Mather

Jayne submitted the financial report (see attached). The budget was approved.

Every year, the budget notes an allotment of \$3,000 payable to Shawn Nelson, the superintendent, for the use of his truck. Shawn has offered to sell his truck to the Foundation for \$4,500. It was noted the truck has been well maintained over the years and has good tires. The committee voted and approved the purchase of this vehicle for \$4,500 and will add liability coverage.

The superintendent has not been given a raise in the last few years. The committee decided to increase his salary by three percent, to \$26.65 an hour and continue to pay a portion of his health insurance. The part-time employee's rate will remain the same at \$10.00 an hour.

The town has spoken to Richard about possibly placing dumpsters on the property and emptying them every two weeks. Nothing final has yet been decided.

VI. Superintendent's Report

Shawn Nelson has been working on the grounds for Memorial Day. The shrubs and trees are doing very well. Shawn has purchased a leaf blower and a weed whacker. The maintenance equipment is up-to-date and in good working condition.

VII. Committee Reports

Wooster Chapel – Mark Lowrey

There has been visible progress with the re-installed window over the front door, newly repaired with glass and a refurbished sash. The front of the building looks very nice.

We are in the process of getting power to the building. The piping has been installed. The electrician needs to put in the pedestal out next to the road. The next step is to get approval from the building inspector and have CL&P install the hook up to the building. This should be completed by the next meeting.

Mark is working on the other window frames. If the Board approves, he would like to get new glass installed in the rest of the windows at a cost of \$7,400. It is recommended that we add storm windows for \$6,000. This will protect the glass.

The front door needs repair at an approximate cost of \$700 or \$800. It should be kept in the original Gothic style.

Fundraising: More money needs to be raised to continue moving forward. The Committee would like to suggest donations for each single window repair at \$1,000 and double windows at \$2,000. This would allow the donor(s) a plaque, to be installed under their window with their name or organization.

Mark suggested a fundraising committee for the Chapel. Rhonda, Sue and Melissa have volunteered to participate. A date will be scheduled for the initial meeting.

Beth Shalom Section – Martin Nadel

The expansion of the Beth Shalom section was discussed. Nothing has been done to date.

VIII. Old Business

Cemetery Walk, April 29th

The CT Gravestone Network had three people attend the walk. They were very knowledgeable and gave a class on cleaning the grave stones. They were also very fond of Tim Haute, who did a very nice job leading the walk.

Town Newsletter

Rhoda submitted updates on the ongoing renovations to the Wooster Chapel. She also mentioned the Committee's suggested donations for window repair at \$1,000 and \$2,000. Note was also made of Dr. Ziegler's funeral, which was the first one to be held there in 24 years.

The Boy Scouts and seventh graders donated their time placing flags throughout the cemetery for Memorial Day. They were very enthusiastic and did a very nice job. Their help was appreciated.

The Pet Cemetery was mentioned as it is still new to the community. The newsletter states to contact the Superintendent to purchase a deeded grave.

IX. New Business

Brownstone Monument

There is a civil war veteran's monument in great need of repair. Shelly Brothers is currently looking into this for us.

Dated Casket

We have a dated casket dolly and it was noted that an old casket, recently in our possession, would look nice if placed together with the dolly. We will have the casket returned to us to place on display at a later date.

Quarterly Town Magazine

Rhonda will submit a history on the Wooster Chapel as well as what has been done so far and what needs to be done. Pictures will also be submitted to show the recent progress.

Fountain Hill Cemetery Association Price Sheet

A motion was made and approved to accept the new price list (see attached.)

Goodwill Section

There is currently a section of the cemetery with about 150 graves, most unmarked and unnamed. This was formerly known as the pauper section. The Committee would like to formerly rename this section. Suggestions to be discussed further at the next meeting.

ADJOURNMENT

There being no further business, Mr. Forristall adjourned the meeting at 8:27 p.m.

Minutes submitted by Melissa Lowrey, Secretary