

**FOUNTAIN HILL CEMETERY ASSOCIATION**  
**Deep River Town Hall**  
**September 16, 2013**  
**7:00 PM**

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

I. **Roll Call:** Richard Forristall, Mark Lowrey, Jayne Mather, Melissa Lowrey, Rhonda Forristall, Sue Miron, Diane Brooks, Martin Nadel and Scott Nelson  
**Absent:** Matt Elgart

II. **Approval of Minutes:** The minutes of the July 15, 2013 meeting were approved with the following changes: Under Superintendent's Report, change amount from \$11,000 to \$1,200. Under New Business, correct Tim Haute's last name to Haut.

III. **Communications – no report**

IV. **Chairman's Report – Richard Forristall**

It has been a quiet summer. Two plots have been sold within the last few weeks. Shrubs have been trimmed and the cemetery is in good shape. The walk-behind mower was repaired and returned, and is working well. The zero-turn mower is currently at MidState Tractor for repairs and should be returned soon.

V. **Financial Statement – Jayne Mather**

Jayne reported we are on track for the budget (see attached). She mentioned she would be including the numbers for the Perpetual Care Fund in future reports.

VI. **Superintendent's Report – Rich Forristall**

There was a period of about a month this summer with no available mower. Shawn decided to use his own equipment to mow the cemetery. Jayne received two invoices from him: \$800 charge for his walk-behind mower for August 22-30 and \$375 for use of his zero-turn mower.

Rich stated he discussed with Shawn, the need to first request approval prior to using his equipment and billing the Foundation. Due to the limited budget, the Board was in agreement. Motion was made to pay Shawn a total of \$500 for the use of his equipment but for any future expense with Shawn using his equipment, prior approval will be required. A letter will be drafted stating such. Shawn and Rich will both sign to avoid any future confusion.

Budgeting for Next Year

Tires will need to be purchased next year for the mower. It was also mentioned a heavy snow storm may cause an additional charge if Shawn needs to use his equipment to plow to the office building and the equipment. The question arose, would the Town plow for us? Rich stated they would, after all of the roads were first cleared. The Board was in favor of this.

## **VII. Committee Reports**

### Wooster Chapel – Mark Lowrey

There is now power to the building. The invoice totaled three times the quoted amount due to the mounting of the meter. CL&P stated the meter needed to be away from the building so Top Notch electric installed a remote pedestal near the shrubs down the hill. This raised the cost from \$1,500 to \$3,900.

Mark and Rich have been working at the Chapel weekends. They have scraped the sashes and frames and painted. The next step is to install the new windows with glass and storm windows at the cost of approximately \$13,000. It was suggested to install the windows and hold off on the storms but then decided the storms were a necessary cost as they protected the window investment and were made of tempered glass to safeguard against any vandalism. Jayne reported there is about \$5,000 at this point in the account which is \$8,000 short of the needed funds. However, due to the fact that funds would be forthcoming from some members of the Board who will be donating money towards the window restoration at \$1,000 each, the Board approved authorization for the \$13,031 expenditure for installation of the leaded glass and invisible storm windows.

The next step will be to raise money to repair the front door and then move on to the lighting. An article has been published in the newsletter and a more detailed one will be submitted for the one after. We will also submit an article to the Valley Courier. Scott mentioned approaching Tim Haut for a donation from the Rotary Club. Mark will make a request to the Deep River/Chester Lions.

### Beth Shalom Section – Martin Nadel

Martin stated the person who had been in contact with him for this section has resigned. Martin will try to reconnect to see who we should be consulting with.

## **VIII. Old Business – No Report**

## **IX. New Business**

### Fall Walk

This year, the Fall Walk will be held on Saturday, October 26<sup>th</sup>, with a rain date of November 2<sup>nd</sup>. Tim Haut has again agreed to lead the walk. Susan will provide refreshments. Rich suggested starting the walk inside the Chapel so everyone can see the progress to date. Guests will be made aware of the Chapel's needs and the many opportunities for donation towards either windows, benches or stones for a future driveway.

### Newsletter

Rhonda stated she will place a small paragraph in each Newsletter stating plots are available for sale in the main cemetery and the pet cemetery.

### Planting of Tulips

Rhonda stated there used to be a large circle of tulips planted on the side of the Chapel and it would be nice to see some in the cemetery again next Spring. She may organize a planting day and have some tulips planted in front of the stone wall near the Zigma section.

Pond and Fountain

It has been mentioned that the water in the pond surrounding the fountain is looking very murky and stagnant. Rich stated this is probably due to no air being pumped through the water. He is aware a few other cemeteries are also experiencing this. Now that the Chapel has power, we can follow through at some point to the fountain and see about getting it in working order.

**ADJOURNMENT**

There being no further business, Mr. Forristall adjourned the meeting at 8:05 p.m.

Minutes submitted by Melissa Lowrey, Secretary