

FOUNTAIN HILL CEMETERY ASSOCIATION
Wooster Chapel, Deep River, CT
May 19, 2014
6:30 PM

CALL TO ORDER: Richard Forristall called the meeting to order of the Fountain Hill Cemetery Association at 6:30 p.m.

- I. **Roll Call:** Richard Forristall, Mark Lowrey, Jayne Mather, Rhonda Forristall, Sue Miron, Diane Brooks, Melissa Lowrey
Absent: Angus McDonald, Scott Nelson, Art Thompson, Matt Elgart, Martin Nadel
- II. **Approval of Minutes:** The minutes of the March 17, 2014 meeting were approved with the revision of correcting the heading, changing the month of the meeting from January to March.
- III. **Communications - Rhonda Forristall**
The New England Wildflower Society visited the Cemetery and discovered we have an endangered plant on our grounds, the white snake root. It can be found near Pratt's Cove. The area there is dry, rocky soil, which is conducive for this particular plant. The society is monitoring the plant's health. Richard stated he will advise the cemetery worker to leave it untouched and will post a notice on the bulletin board in the office.
- IV. **Chairman's Report – Richard Forristall**
May is the Annual Meeting. Elected officers and Directors stated their continued commitment for the upcoming year. Motions were made, seconded and accepted to approve the current Officers and Directors. They are as follows:

Officers:

Richard Forristall – President
Mark Lowrey – Vice President
Jayne Mather – Treasurer
Melissa Lowrey – Secretary

Directors:

Art Thompson, Martin Nadel, Matt Elgart, Scott Nelson, Sue Miron, Diane Brooks and Angus McDonald holding the Selectman's seat. There is one opening.

Superintendent Notice

The Superintendent has given his two weeks' notice. The Board has accepted his resignation. Russell Rankin will dig graves and Dick Kollmer will maintain the equipment for the present time. We will be accepting applications for a new Superintendent.

The Committee reviewed job descriptions for the Superintendent and Cemetery Worker. Richard, Mark and Jayne will request a meeting with the First Selectman to discuss the Superintendent's position and future plans for the Cemetery.

Richard had to set up for a cremation burial earlier this month. He said this is pretty straight forward. He and Mark should be able to take care of any cremations that come up in the next few months. Jayne will notify Robinson, Wright and Weymer Funeral Home on our current situation.

Richard and the Board have been pleased with the cemetery worker's performance. We will request him to add mowing to his list of duties. If unable to do so, we will propose this request to Dick Kollmer. Richard will ask the First Selectman if the Town Crew can sweep the roads.

Richard stated due to time and weather, some stones are in need of maintenance and correction. The cemetery worker has also expressed interest in offering his assistance with this. Richard will look into this further.

V. Financial Statement – Jayne Mather

The April financial reports were approved. The financial report for the year ending April 30, 2014 was approved. The budget for May 1, 2014 – May 1, 2015 was submitted and approved.

VI. Superintendent's Report

No report.

VII. Committee Reports

Wooster Chapel – Mark Lowrey

Funds donated from the letter submitted to the newspaper generated \$2,600. Mark has almost completed varnishing the wood work on the ceiling. He has additional work for a while: cleaning the floors and removal of the front doors to rebuild the frame. He has estimated about \$15,500 for a propane furnace to be installed. More funds will be needed to move forward for that and for the lighting.

Rhonda stated Indian Hill Cemetery in Middletown is applying for a \$200,000. grant to help with refurbishing their chapel. There are several conditions that need to be met to obtain these funds. Mark and Rhonda will request a meeting with someone from Indian Hill Cemetery to see what they are doing to apply for the funds to see if this will work for us.

Beth Shalom – Martin Nadel

No report

VIII. Old Business

No report

New Business

Request for Monthly Meetings

During this time of transition with the role of the Superintendent, and increasing funds needed to move forward with the Chapel, the Board has approved meeting monthly for the time being. The next meeting will be held Monday, June 16th at the office building on cemetery grounds.

Richard, Rhonda, Sue and Diane placed flags on the Veteran's graves for Memorial Day. Richard hung a sign stating the Chapel was open in hopes of people stopping by to see all of the progress that has taken place to date.

Richard distributed a price sheet for cemetery fees. The Board reviews these prices yearly. Discussion will be held next month for approval.

ADJOURNMENT

There being no further business, Mr. Forristall adjourned the meeting at 8:20 p.m.

Minutes submitted by Melissa Lowrey, Secretary