

FOUNTAIN HILL CEMETERY ASSOCIATION
Deep River Town Hall
July 21, 2014
7:00 PM

CALL TO ORDER: Richard Forristall called the meeting to order of the Fountain Hill Cemetery Association at 7:00 p.m.

- I. **Roll Call:** Richard Forristall, Mark Lowrey, Jayne Mather, Melissa Lowrey, Rhonda Forristall, Susan Miron, Diane Brooks, Scott Nelson and Martin Nadel
Absent: Angus McDonald, Matt Elgart and Art Thompson

- II. **Approval of Minutes:** The minutes of the June 16, 2014 meeting were approved as written.

- III. **Communications**
Since the previous superintendent has resigned, Richard has been receiving calls related to the cemetery. He is forwarding what he can to the cemetery line which Susan has taken over.

- IV. **Chairman's Report -- Richard Forristall**
Cemetery Assistant
The current cemetery assistant continues to show his dedication in maintaining the grounds and the Board is very pleased with how the cemetery is looking. Mark and Richard have shown him how to dig cremation graves and Russell Rankin is working with him as well. Sam Fulginiti (Robinson, Wright & Weymer Funeral Home) has also had some dealings with him. Positive feedback has been received from all.

FHCA Price Sheet

Melissa will circulate the new burial prices to Robinson, Wright & Weymer, Swan and Biega's Funeral homes (in Essex, Old Saybrook and Middletown respectively).

Future of Fountain Hill Cemetery

Richard, Mark, Jayne and Art met with the First Selectman regarding the future of the cemetery. Discussion revolved around whether or not it made sense to turn the property over to the town. The cemetery employee could then be a town employee. The town may take over all insurance costs: liability, worker's compensation and employee health insurance. Art has also looked into this and drafted a proposal to be distributed to Board members for review at the next meeting.

Burials

This year is looking busier than previous years. We average approximately 24 burials per year. To date this month, we have had one full burial and six cremations.

V. Financial Statement – Jayne Mather

Good news, income and expense are on budget at approximately 16.7%. We are in good shape at this point in the fiscal year.

VI. Superintendent's Report – Richard Forristall

Update on Equipment

There have been some minor issues which required repair to some of our equipment. Richard asked the First Selectman to look some of it over, which he did. There is nothing major to report.

Office / Maintenance Shed

Richard has been getting more involved since the superintendent's resignation. He has cleaned out the refrigerator, taken it to the dump and will replace it with a smaller unit. Smaller tools that were either missing or broken, are slowly being replaced.

Fuel for Equipment

We are tracking our fuel use on a cemetery gas card. This past month we used 29.2 gallons. Previously, we had been using approximately 82 – 87 gallons per month. We will continue to track.

VII. Vice President Report – Mark Lowrey

Mark commented on the cemetery assistant's handling of his responsibility, stating as well as Richard, that things were going very well. More responsibility and training can be passed on as time goes on.

Mark has been in touch with a contractor to take over the trimming of the cemetery shrubs. Jayne stated a W9 and insurance certificate will need to be completed. Mark will look into obtaining.

VIII. Committee Reports

Wooster Chapel – Mark Lowrey

Mark stated approximately 95% of the Chapel repair has been completed. The floor tiles are cleaning up nicely and he is finishing the repair on two benches. We are short the original amount of benches by a few. The Board can decide how many we want to replace and Mark has offered to make the extra benches.

Mark laid out approximate figures going forward:

Benedetto Heating & Plumbing	\$15,579
Gas Propane Tank and Piping	\$ 2,500
Electrical Work	\$ 1,500
Electrical Fixtures	\$ 2,500
Electrical Wiring	\$10,000
Plumbing Fixtures	\$ 1,500
Bathroom Fixtures/ Septic	\$ 6,300
Total	\$39,879

IX. Old Business

Green Burials

Scott reported back to the Board. There are a few different types of burials depending on the qualifications adhered to. (See attached.) The Board will meet Friday evening, August 8th at 6 PM at the maintenance shed to walk the cemetery and review areas for possible green burial sites.

X. New Business

Deeds for Plots

In the past, deeds were not always issued for a plot. At one time, if someone bought a plot, their receipt was their proof of purchase. Deeds have been issued for some time now and going forward, this is the policy.

Beth Shalom Section – Martin Nadel

Martin has spoken with his Board regarding the expansion to this section. The construction company has yet to complete the survey.

ADJOURNMENT

There being no further business, Mr. Forristall adjourned the meeting at 8:25 p.m.

Minutes submitted by Melissa Lowrey, Secretary

GREEN BURIAL CRITERIA

Three types:

1. Hybrid Burial Grounds
2. Natural BGs
3. Conservation BGs

All:

- Must use specific name (Hybrid, etc.) with the public
- Families are allowed to be involved in the burial process

Hybrid BGs:

- Vaults not required in the area
- Can use any containers (shrouds, wicker, etc.)

Natural BGs:

- Hybrid requirements
- Embalming only with GBC approved non-toxic chemicals
- Containers non-toxic/hazardous & natural
- Integrated Pest Management implemented
- Biological assessment of area identifying endangered plants/animals & hydrology
- Plan to limit visitation
- Plan to limit markers
- Plan to deal with unauthorized decoration & landscaping
- Systems & Operations manual given to staff members
- Endowment fund of at least 5% of all burial plot sales to ensure long term maintenance
- Deed restriction/conservation easement/other legally binding agreement to adhere to certification requirements

Conservation BGs:

- Hybrid & Natural BG requirements
- Must be contiguous to or augment conservation goals of a park, wildlife corridor, protected open space area or be considered such space on its own
- Burial must not degrade land/landscape
- Owned/operated by or in conjunction with government agency or 501(c)(3) conservation org.