

Fountain Hill Cemetery Association

Monday July 18, 2016

Call to Order: Richard Forristall called the meeting of the Board of Directors to order at 7:03 p.m. in the Wooster Chapel.

Members in Attendance: Richard Forristall, Mark Lowrey, Jayne Mather, Matt Elgart, Sue Miron, Diane Brooks and Rhonda Forristall

Minutes: Minutes of the Annual Meeting dated May 9, 2016 were approved as written.

Communications: Richard Forristall reported

- He answered multiple calls from monument companies regarding placement of stones.
- He has an appointment with Mr. Dudley regarding the purchase of plots in Sept.
- He is working to resolve an issue with Susan Ackerman regarding her parents' family plot, placement of stones, future burials in the plot and the possibility of the family giving back unused plots to FHC

Chairman's Report:

Richard Forristall has spoken with Selectman Angus McDonald regarding paving in the cemetery. The bids from the paving company for the town, came in under budget and he feels we can possibly get a little more done than previously discussed. However the town paving is a little behind schedule and they are not ready to start the cemetery project yet.

Chairman Forristall would like propose a fee increase of \$100.00 for cremation burials that do not involve a funeral director. Without a funeral director, families often arrive without the correct paperwork; don't arrive at the scheduled time, and stay far too long requiring staff to stay overtime. Motion was made by Mark Lowrey to advance the cremation burial fee without a funeral director \$100.00 and seconded by Rhonda Forristall. Motion carried.

Art Thompson has suggested to the Chair that so much activity happens between meetings that the Board members are unaware of. He asked, would it be appropriate to send out communication reports between meetings? All in attendance thought it a good idea. Art will be asked to send a communication via email on the months that the Board does not meet.

Vice Chairman's Report: No Report

Guest: Rev. Merrill Perkins addressed the Board to thank them for the opportunity to worship at the Wooster Chapel and present a donation check to the Board from the St. Peters Anglican Church. He reported that his congregation had been using the facilities for a month now very successfully. Bishop Marsh attended service and the family picnic with the parishioners. Some paperwork still needs to be completed. The application for use was given to Rev. Perkins and he produced the congregation's insurance policy. Payment will be sent by the congregation to the P.O. Box monthly. Fee to be \$50.00 per week and service will be held on Sundays at 10:30 a.m. He also had a sample of the kneelers he is making. These kneelers will be kept under the pews. The Board approved the design and their use in the chapel. Richard will have a plaque made for St. Peter's Anglican Church for the donor's board.

Financial Statement: Jayne Mather presented the attached statement. Two months into the year and as of this date, we should be at 16%. Income is at 15% and expenses are at 6%.

Superintendent's Report: Richard Forristall reports that the cemetery's zero turn mower has been having issues and that he was looking to replace it soon. Whelens posted their zero turn mower for sale to employees, so Rich went to talk to John Olson and John had the mower delivered to FHC. Rich asked him for an invoice and John said he would take care of it. The mower has 34 hours on it and they were asking \$7,000.00.

Rich asked if a thank you note could be written to John Olson for all he has done for the cemetery over the years. Art will be asked to write the note.

Hedges need to be trimmed and work on that will start shortly. There is still one more tree to come down. We will need to rent a chipper for that project. Summer help Brendan is working out very well. Quarry Section is finished and grass planted but struggling.

Committee Reports:

Chapel: Mark Lowrey reported that chapel is nearing completion. Sima came in under budget for the well. Gene Robita donated his time for his part of the work. The bathroom is complete and water running. Hot water heater is hooked up and functioning. Top Notch was in to connect the chandeliers and fan. An electrical outlet in the floor at the front of the chapel will be installed. We are still waiting on Paul Winslow of Marwin Heating and Cooling to complete the air conditioning. Railings for the front entrance are ordered. Rob Larson will install in about 4 weeks. Mark is getting prices on a walkway for the front of the chapel. Rich will draw up plans for curved and angular walkways for discussion.

Open House planned for June was cancelled because we were not ready. A new date was set for Sunday September 25th from 2 p.m. to 4 p.m. Mark will ask Art to make up the invitations using the note cards Art created. Mark and Jayne will go over the donors list one more time to make sure the list is complete. Anyone who donated \$50.00 or more will be invited. Also Mark will add contractors to the list. Rhonda and Susan will address envelopes and mail invitations by August 25th. Jayne, Susan and Rhonda will plan the refreshments. The open house committee will meet August 15th at 7p.m. at the town hall.

Beth Shalom Section: Deed and construction - no action

Legal: Deeds: Richard Forristall presented 5 deeds for signatures.

Town Newsletter: Rhonda Forristall Deadline for the newsletter is July 27th Rhonda will create an article regarding the completion of the chapel and its availability for rental.

Old Business: Richard Forristall reported that the quarry area has been filled in, graded off and the grass is growing. He would like members to suggest an appropriate name for this section. Workers have been referring to it as the Quarry but Rich would like some suggestions from the Board and make a name official. Members are asked to send their ideas to Rich via email or bring ideas to next monthly meeting in September.

New Business:

Meeting: There will be a meeting of the Board next Monday July 25th at the town hall at 7 p.m. Rev. Perkins will be at the meeting with his completed forms for use of the chapel to be reviewed by Dave Estabrook.

Meeting Adjourned: There being no further business, Chairman Forristall adjourned the meeting at 8:30 p.m.

Respectfully submitted: Rhonda Forristall in the absence of the Secretary.