

Fountain Hill Cemetery Association Board of Directors

Meeting: November 21, 2016

1. **Call to Order:** At Deep River Town Hall Conference Room at 7:00 pm by Board Chair Richard Forristall
- 1a. **Members in Attendance:** Rhonda Forristall Richard Forristall Robert Larson
Mark Lowrey Melissa Lowrey Jayne Mather Martin Nadel Scott Nelson Arthur Thompson
2. **Approval of Minutes:** Minutes of the meeting of September 19, 2016 were approved: **As printed**

Prior to the onset of the meeting agenda, Reverend Perkins, pastor of the Anglican Church, user of the Wooster Chapel for the congregations religious observance, thanked the board for the use of the chapel. Mr. Perkins mentioned the recent installation of handrails on the entry steps as an improvement that was much welcomed. With winter weather approaching, he offered to clear snow and spread sand on the walkway leading to the chapel. Mr. Perkins also had specific suggestions regarding posting of cemetery and chapel signs at highway exits, offering to pay for such signs. Richard Forristall indicated that the board will look into Mr.; Perkins' suggestions.

Because the chapel usage permit for the Anglican Church is for a 6-month period, the group is seeking a renewal of that permit. The board took action on that request later in the meeting.

3. **Communications:** A resignation letter was received from board member Diane Brooks. On a motion from Jayne Mather, Diane Brooks' resignation was accepted. A letter will be sent to Diane thanking her for her service on the board.

4. **Chair's Report:** Richard Forristall

Chair Forristall noted that it has been an extremely busy 2-month period for him, with the annual leaf removal, the number of burials, and the setting of stones. At an earlier meeting, it was suggested that the sections of the cemetery be clearly marked so that visitors could easily locate those sections. Richard proposed that a cemetery map showing the sections be posted near the cemetery entrance. He will bring a specific proposal to the board for action, hopefully at the January, 2017 meeting.

5. **Vice Chair's Report:** Mark Lowrey

Mark informed the board of receipt of several books of cemetery records from Peggy LaPlace, widow of Owen LaPlace, former cemetery superintendent. Those records stretch from 1851 up to the time Owen left the employ of the FHCA. Some discussion ensued related to use that could be made of the records. Richard Forristall indicated that our computer records will be updated using data from those records. A note will be sent to Peggy LaPlace thanking her for the return of the historical records.

6. **Financial Statements & Report:** Jayne Mather

Jayne noted that we have reached the halfway point in our fiscal year. Cash receipts are at 67%, surpassing the 50% expectation. Operating expenses are at 48%, in line with expectations. Our Building Fund has a balance of about \$6000, after all current bills are paid.

7. **Superintendent's Report:** Richard Forristall

Our small tractor has trouble with a broken emergency brake. Ron Larson will attempt to make a repair, but Richard indicated that replacement of the tractor may be necessary, as early as our next budget. The board will need to decide whether to keep repairing the tractor until it "dies" or trade it on a newer model while the current tractor has some value. Because the dysfunctional tractor is one of two tractors that we own, it was suggested that we consider trading both tractors for new model, thus relying on a single tractor. No specific action was taken.

Richard also noted that the furnace in the maintenance shed is not providing sufficient heat. Burner service is needed, something that has not been done for at least 5 years.

8. **Committee Reports:**

Chapel: Handrails have been installed on the entry steps; the sidewalk to the chapel has been completed.

Jewish Section: Progress is being made on clearing and filling this section. Debris from trees needs to be cleared from the area.

Pet Cemetery: Another lot has been sold, bring the total sold to 4.

9. **Old Business:**

Selling cemetery lots back to FHCA: Robert Larson reviewed and approved a proposed deed for making this resale. The current owner will need to fill in the deep info and return to Chair Forristall.

Cemetery Walk: More than 40 people attended the annual walk

10. **New Business:**

Anglican Church Usage Permit: Motion made by Mark Lowrey, seconded by Jayne Mather: To permit the Anglican Church the use of Wooster Chapel for an additional 6-month period at same usage rate. Passes unanimously.

11: **Any Other Business to Come Before This Meeting:** None

12. **Adjournment:** Meeting adjourned at 8:10 pm.