

Fountain Hill Cemetery Association Board of Directors

1. Richard Forristall **called to order** the meeting of September 18, 2017, at **Richard H Smith Town Hall at 7:00 pm.**

1a. **Members in Attendance:** Matt Elgart Rhonda Forristall Richard Forristall Mark Lowrey Melissa Lowrey Jayne Mather Susan Miron Martin Nadel Scott Nelson Arthur Thompson Reverend Merrill Perkins

2. **Approval of Minutes:** Minutes of the meeting of July 17, 2017 were approved unanimously as printed.

3. **Communications:** President Forristall gave a brief follow-up report about an plot ownership issue that involved selling a plot back to the Cemetery Association. The family has worked out the matter internally, so the resale need occur.

4. **President's Report:** Richard Forristall reported that the past two months have been very busy, with more full burials than usual. The many shrubs within the cemetery underwent their annual trim. The 14-year old employed during the summer months worked out extremely well; the young man was industrious, frequently searching out work that needed doing. President Forristall also reported on a recent use of the Wooster Chapel for a reception immediately following a burial.

Vice President Mark Lowrey reported on two items that needed tending to, one rather immediate, the other in the budget for next year. Prior to the onset of the cold winter months doors into the basement area should be replaced with those which will be more weather tight, which should reduce our heating costs. Mark also mentioned that shingles on the exterior of the maintenance shed, especially those getting full sun for much of the day, will need to be stained. Funds need to be budgeted for that project. There was also a short discussion regarding windows in the maintenance shed.

5. **Financial Statements & Report:** Treasurer Jayne Mather indicated income and expenditures, for both the Board and Wooster Chapel, are in line with the budgeted amounts.

6. **Superintendent's Report:** Richard Forristall indicated that our tractor is out for repair, and will be ready for snow removal and other winter tasks. The next big job is leaf removal.

7. **Committee Reports:**

Wooster Chapel: Replacement basement doors will cost about \$1100, with work to be completed soon. Outdoor lighting in the chapel area was discussed. Tim Lee (Top Notch Electric) will be contacted to determine the cost of doing that work. Richard also suggested that Tim be asked to provide an estimate for installing a fountain in the cemetery pond.

8. **Old Business:**

Green Burial: Funeral directors continue to ask about the availability of green burial. Providing such an area in our cemetery would require an expenditure of about \$1000. No action was taken.

Friends: Scott Nelson gave a brief report regarding his trip to South Windsor, CT to meet with officers of their cemetery friends group. Susan Miron also shared the bylaw document that she had acquired from the DR Library Friends. A committee was appointed to work on bylaws for a group to be called Fountain Hill Cemetery Preservation Association/Society. Members will be Bob Larson, Scott Nelson, Jayne Mather, and Art Thompson.

9. **New Business:**

Fee Schedule: President Forristall presented for consideration a revised fee schedule (**attached as addendum to these minutes**). The increases in fees are mainly for purchase of gravesites. Many fees remain as at present. On a motion by Jayne Mather, seconded by Melissa Lowrey, the revised fee schedule was unanimously approved.

Cemetery Walk: Depending on weather, the annual cemetery walk led by Reverend Tim Haut will be held on either October 28 or November 4.

10. **Adjournment:** Meeting adjourned at 7:50 pm.

Respectfully submitted by
Arthur Thompson
Secretary