

Fountain Hill Cemetery Association Board of Directors

1. Richard Forristall **called to order** the meeting of January 15, 2018 at **Richard H Smith Town Hall at 7:00 pm.**

1a. **Members in Attendance:** Matt Elgart Richard Forristall Mark Lowrey Jayne Mather Susan Miron Scott Nelson Arthur Thompson

2. **Approval of Minutes:** Minutes of the meeting of November 20, 2017 were approved as printed.

3. **Communications:** President Forristall reported that:

*One cemetery plot has been sold back to the cemetery association. The transaction has been completed, following the requirements of FHCA bylaws.

*He was in conversation initiated by first selectman Angus McDonald related to the burial of town residents who are unable to afford the cost of a plot. Angus will be investigating to determine if there are statutory requirements regarding this matter. President Forristall will follow up with the first selectman, seeking his recommendation.

*Arthur Davies wants to donate two wooden benches to the cemetery; he has specific benches in mind. President Forristall will work with Davies to determine the most appropriate placement of the benches. Board members were also invited to make suggestions as to bench placement. There was discussion relating to suggesting to Mr. Davies that he donate one stone bench rather than two made from wood.

4. **President's Report:** Richard Forristall reported on the following:

*Snow storm debris cleanup has been pretty much completed, with Brian Kollmer doing most of the work,

5. **Financial Statements & Report:** Treasurer Jayne Mather indicated that:

*We are 2/3 of the way through our fiscal year.

*Full burials are down for the year, from 16 to 12.

*Revenue is down by about \$10,000 from last year. However, expenses are below the budgeted amount.

*The salary line item is at the 44% level, rather than 67% as expected.

*President Forristall requested that the board consider raising Brian Kolmar's hourly rate, based on the extraordinary job he is doing. Motion: Raise Brian Kollmer's hourly rate to \$21.00 effective immediately. Motion made by Mark Lowrey; Seconded by Jayne Mather. Voted unanimously.

6. **Superintendent's Report:** Superintendent Forristall reported that:

*For many years, cemetery plot records were organized by the year in which the plot was purchased. Because that was a cumbersome system, Richard has been reorganizing the records to an alphabetical arrangement. That was a long-term task that Richard has now completed.

*Our equipment is generally in good shape; some pieces will be sent in for annual maintenance.

7. **Committee Reports:**

*Beth Shalom: In the near future, a planning session will be held by the synagogue committee related to the expansion of their portion of the cemetery. President Forristall will be attending that meeting.

*Deep River Newsletter: Rhonda Forristall has submitted our entry for the Spring edition.

*Cemetery fountain: Richard indicated that costs related to the installation of a fountain in the pond at the base of the hill are proceeding. That will require a significant expenditure; donations will be necessary to complete the job.

*Bylaws Committee: Scott Nelson gave a brief report on bylaws for the Fountain Hill Cemetery Preservation Society, and submission of an application to IRS to secure tax exempt status under Section 501(c)(3). Questions from board members were discussed and answered. The next step in the process is to file a request with the State of CT to incorporate the Preservation Society. Those papers will be filed by member Robert Larson. Motion: To approve the bylaws for the Fountain Hill Cemetery Preservation Society as recommended by the bylaws committee. Motion made by Mark Lowrey. Seconded by Jayne Mather. Voted unanimously. (A copy of those bylaws is appended to these minutes.)

8. **Old Business:** None

9. **New Business:** Electronic organ donation

Susan Miron has been in communication with Kris Lindner regarding the donation of a small organ to the Wooster Chapel. This would be a replacement for the pump organ that is currently in use in the chapel. There was much enthusiasm about the acquisition if it fits within the available space. Electric power will need to be provided in the area of the organ. Mark Lowrey will communicate with Reverend Perkins about the replacement.

10. **Adjournment:** Meeting adjourned at 7:56 pm.

Respectfully Submitted, Arthur Thompson, Secretary