

**STATE OF NEW YORK  
DEPARTMENT OF STATE  
DIVISION OF CEMETERIES  
BUFFALO, NY 14202-3471**

**To:** Richard Fishman, Director  
Mike Seelman, Sr. Investigator

**From:** Cynthia T. Craig, Investigator

**Date:** 3/7/2012

**Subject:** Major renovation new retort at Finger Lakes Crematory/ Livingston County #26-035

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The Finger Lakes Crematory is a stand alone on the premises of the Kevin Dougherty Funeral Home. For many years they have set aside the 2 bay garage areas as the Finger Lakes Crematory.

The single retort is from 1976 build by the G & S Crematory Company, Downers Grove, IL. It was converted from oil to natural gas some time ago.

The board of the Finger Lakes Crematory, Inc. is requesting permission to install a second retort within the same footprint of their facility.

They have already placed a down payment of \$9,796.20 to the contractor (Upstate Refractory Services. They have removed the wall to the temporary storage facility in order to take delivery of the equipment scheduled for later this month.

Although they were informed of the proper procedure on March 9, 2010, they proceeded to order the equipment and make alterations to the facility without regard for those procedures outlined in my letter. The letter is attached to this report.

The cost of the Matthews Power Pac II, a \$12,000.00 deposit was paid to Matthews.

Copies of two board meeting minutes from June 28, 2011 and December 8, 2011, are attached to this report wherein the board decided to purchase the Power Pak II and have Upstate Refractory, Matthews and Lawman Heating and Cooling do the necessary work. Upstate refractory was also approved to put new fire brick in the existing retort.

The money for the project will be taken from the General Fund of the crematory; [REDACTED] in the amount of [REDACTED] and the checking account with a current balance of [REDACTED]

It will take approximately one week for the installation. A permit from Dec has been issued for the Power Pak II and the Village of Livonia has issued the permit for the project as well. The village did not require an EAF nor did they require an engineer's study

This facility has grown from 1988 doing 376 cremations per year to 929 in 2011. The additional retort will help them provide better service to the community.

This writer inspected the facility on 3/1/12, and saw the area where the new unit will be installed. At this time the temporary storage facility is sectioned off by a blue tarp awaiting delivery of the new equipment. Once that is in the building an installed, they will complete the temporary storage family as described in their proposal, attached to this report.

This writer has no objection to this project as described.

This proposal is recommended to the NYS Cemetery for consideration and review.



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RICHARD D FISHMAN  
DIRECTOR  
CHESTER BUTKIEWICZ  
ASSISTANT DIRECTOR

3/9/2010

Fingerlakes Crematory, Inc.  
21 Big Tree Street  
P.O. Box 59  
Livonia, NY 14487

Dear Mr. Deragon:

I am in receipt of your letter dated February 16, 2010, wherein you inquired about the procedure to purchase and install a new retort.

You may not increase the square footage of the documented as the size of the crematory facility. Complete disclosure of the method and source of financing must be submitted along with full, detailed justification for the addition of a retort. All points of Cemetery Board Directive 201.16, Cemetery Renovation must be addressed including local approval.

Once this information is received it will be forwarded to the NYS Cemetery Board for their consideration.

Sincerely,

Cynthia T. Craig  
Investigator

*Fingerlakes Crematory Inc.  
21 Big Tree Street  
Livonia, NY 14487*

Meeting Minutes  
June 28, 2011

**Members Present:** Frank Hicks, Tim Woodward, Bill Brennan, Joe Robinson, Scott Hicks, Joe Martin, Jeff Deragon

**Also Present:** Steve Talley, Fred Lenz, Matthews International

A special meeting was called to order at 7:30 p.m. by President Brennan at the Conesus Inn with regard to the price and explanation of the New Retort. Steve Tally and Fred Lenz from Matthews International spoke with the board of directors.

After introductions, Steve Tally and Fred Lenz from Matthews International gave a presentation regarding the best fit for the current footprint at Fingerlakes Crematory and total cost of the new retort. After the explanation the board discussed any other options other than the size and capacity of the retort offered by Matthews International. After measurements were taken by Matthews International the only retort that would accommodate the size and place with the current footprint would be the Matthews' Super Power Pak III.

The board discussed the total cost of the new retort. It was determined that the crematory could afford the Super Power Pak III. The issue was discussed at length. The fact was brought up that a new retort might in fact save Fingerlakes Crematory money. The new retort would take stress off our current retort that was built in 1976. New bricking would not be necessary to the current retort as often.



Joe Martin made a motion to accept the offer from Matthews International. Frank Hicks seconded the motion. The board voted unanimously to accept the proposal from Matthews International. A deposit for \$12,000 was written by Secretary Deragon to Matthews International.

No other business was discussed. Joe Robinson motioned to adjourn the meeting. President Brennan seconded. The meeting was adjourned at 9:00 p.m.

Respectfully submitted by

Jeffrey T. Deragon  
Secretary/Treasurer

*Fingerlakes Crematory Inc.*  
*21 Big Tree Street*  
*Livonia, NY 14487*

Meeting Minutes  
December 8, 2011

**Members Present:** B. St. George, J. Deragon, S. Hicks, T. Woodward, J. Robinson, B. D'Angelo, J. Martin, B. Brennan **Also Present:** Ken George

President Brennan called the meeting to order at 6:30 p.m. and introduced Ken George from Upstate Refractory Services. Ken will be responsible for the installation for the new Super Power Pak III from Matthews International. He provided a detail list of the services he would be provide for the installation.

1. Disconnect, Remove and Relocate existing cooler
2. Disconnect power for storage room removal (as required)
3. Remove existing storage room walls, repair drywall and paint (as required)
4. Cut opening in existing ceiling through the roof to allow stack access  
(\*Includes: Roof Framing, Drywall and Paint)
5. Install 100 amp electrical service from main building power to new unit location
6. Offload and place new unit in desired location
7. Set three new stack sections on new unit
8. Connect power conduit to new unit control panel

[REDACTED]

An estimate from Lawman, Heating and Cooling Inc. was also provided.

1. 3 " Gas Valve
2. Exterior Meter to new unit
3. Vent to exterior

[REDACTED]

Ken George also explained that the old retort which was built in 1976 would need to be relined with fire brick. [REDACTED]

A motion was made by J. Deragon and seconded by J. Robinson for the following:

1. Installation of the new retort by Upstate Refractory Services  
(with 5% overage of installation only if needed)
2. Reline the current retort with fire brick
3. Installation of new gas line by Lawman, Heating and Cooling Inc.

The motion was carried unanimously. A deposit of \$ 9,796.20 was written by Secretary Deragon to Upstate Refractory Services in good faith for installation of the new retort.

A motion was made by J. Robinson to adjourn the meeting and seconded by B. D'Angelo. Meeting adjourned by 8:30 p.m.

Respectfully submitted by,  
Jeffrey T. Deragon, Secretary/Treasurer