DIVISION OF CEMETERIES
STATE OF NEW YORK
DEPARTMENT OF STATE
ONE COMMERCE PLAZA
99 WASHINGTON AVENUE
ALBANY, NY 12231-0001
TELEPHONE: (518) 474-6226
FAX: (518) 473-0876
HTTPS://DOS.NY.GOV

KATHY HOCHUL
GOVERNOR

CEMETERY BOARD
WALTER T. MOSLEY
SECRETARY OF STATE
CHAIR

LETITIA JAMES
ATTORNEY GENERAL
JAMES V. MCDONALD, M.D., M.P.H.
COMMISSIONER OF HEALTH

TO: NEW YORK STATE CEMETERY BOARD

FROM: MICHAEL D. SEELMAN, INVESTIGATOR 3

SUBJECT: PORT GIBSON CEMETERY, #35-027

RE: HAZARDOUS MONUMENT REPAIR CHECKLIST

DATE: DECEMBER 29, 2025

Application dated June 12, 2025, completed, notarized and signed

27 Monuments Requested

Legal Notice run 3 times in The Finger Lakes Times $98.41

27 Monuments Appear Eligible

Estimate: **Senecal Memorials repair estimate, $52,964 (average $1,962 /monument)**

Monumental Memories repair estimate, $61,767 (avg $2,288 / monument)

Senecal proposes 42-inch concrete foundations

Monumental Memories proposes 48-inch foundations

Both contractors offer a 50-year warranty on foundations and 20-years on resetting

The cemetery is up to date on Annual Reports and Vandalism Payments, previous disbursements have been used appropriately

Recommend Approval in the amount of $53,062.41

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COMMISSIONER OF HEALTH

TO: Lewis Polishook, Director

FROM: Michael D. Seelman Investigator 3

SUBJECT: Port Gibson Cemetery Association, 35-027

RE: Application for Repair of Hazardous Monuments

DATE: December 29, 2025

Exhibits

A) Application for Repair or Removal of Dilapidated or Disrepair Monuments that Create a Hazardous Condition
B) Senecal Memorials estimate for $52,964 (27 monuments)
C) Monumental Memories estimate for $61,767 (27 monuments)
D) Invoice and Legal Notice for lot owners in the Finger Lakes Weekend Times for $98.41

Introduction and Recommendation

The Division received an application (Exhibit A) for the repair of 27 hazardous monuments located in the Port Gibson Rural Cemetery of the Town of Manchester, Ontario County. The application was submitted by Charles DeTaeye, Vice President of the Port Gibson Rural Cemetery Association. Included with this application was an estimate from Senecal Memorials (Exhibit B) totaling $52,964 and an estimate from Monumental Memories (Exhibit C) for $61,767. Also included was an invoice for and copy of a legal notice to lot owners (Exhibit D) that was run for three consecutive weeks in Finger Lakes Weekend Times for $98.41. The ad included first and last names but no lot numbers, these monuments are in the “Old Section” of the cemetery.

I recommend approval of this application.

The Monuments

Investigator Moore visited the cemetery on July 17, 2025, with Charles DeTaeye, Vice President of the Port Gibson Rural Cemetery Association, and found that twenty-seven monuments were either loose on their foundations or tipping and appeared to pose a hazard to cemetery visitors and employees. The cemetery has had no response to either legal advertisement that it placed, and has no funds dedicated to the restoration of monuments. Mr. DeTaeye stated that he checked cemetery records and did not have contact information for the last known lot owners, based upon this information, it is the Division’s understanding that the cemetery has determined

that the lot owners cannot be located. Based on the advanced age of the monuments in question, it is assumed the foundations were laid privately by either the families or by monument contractors. The most recent monument is dated 1928.

Senecal Memorials and Monumental Memories propose to remove the monuments from the existing foundations; dig out the existing foundations; place new foundations made of solid concrete, Senecal will pour to a depth of forty-two inches and Monumental Memories will pour to a depth of 48 inches, with the dimensions being equivalent to the length and width of the monument; and replace the monument, resealing all joints with setting compound or epoxy. Both contractors officer a 50-year warranty on foundations and a 20-year warranty on resetting.

Recommendation

The cemetery is current with its payments to the vandalism fund and with the filing of its annual reports. All documents are in order, I recommend that this application be approved in the amount of $53,062.41.

EXHIBIT A

RECEIVED
DIV. OF CEMETERIES

JUN 12 2025

ALBANY OFFICE
DEPARTMENT OF STATE

State of NY County of Wayne
The foregoing instrument
was acknowledged before me
this 9 day of June 20 25
By K Stephens
Notary Public

KRISTEN M STEPHENS
Notary Public - State of New York
No. 01-ST6133774
Qualified in Wayne County
My Commission expires 9-14-25

NEW YORK STATE OF OPPORTUNITY.

Division of Cemeteries

See Inman

New York State
Department of State
DIVISION OF CEMETERIES
One Commerce Plaza
99 Washington Avenue
Albany, NY 12231-0001
Telephone: (518) 474-6226
www.dos.ny.gov

Application for Repair or Removal of Dilapidated or Disrepaired Monuments that Create a Dangerous Condition

This application applies only to Not-for-Profit Cemetery Corporations and must be completed in full and signed before a notary public. Funds may be allocated for the above-captioned purposes in accordance with 19 NYCRR §200.11(statutory authority: Not-for-Profit Corporation Law, §1510-a). The full text of this Cemetery Board Directive appears on the reverse.

AMOUNT REQUESTED: $53,062.41	COUNTY IN WHICH CEMETERY IS LOCATED: Ontario
CEMETERY NAME: Port Gibson Cemetery	CEMETERY ID NUMBER: 35027
NAME OF CEMETERY OFFICIAL: Charles DeTaeye	TITLE: Vice President
STREET ADDRESS: Canandaigua St.	
CITY/TOWN/VILLAGE: Port Gibson, NY P.O. Box 4	ZIP CODE: 14537
TELEPHONE NUMBERS: Home [redacted]	Work (315) 690-9504
E-MAIL ADDRESS: portgibsoncemeteryNY@gmail.com	FAX

Has this cemetery previously applied for and received a grant from the Vandalism, Abandonment & Monument Repair Fund? ☐ YES* ☑ NO

*If **YES**, when? _____ Amount Received: $_____

Was proof of completed work forwarded to the Division of Cemeteries? ☐ YES ☐ NO

1. Provide a description of each damaged monument and/or marker and enclose referenced photos:
See ATTACHED

2. Attach copies of bids submitted by at least *two* contractors for the cost of repairs or removal and replacement.

3. Attach proof that the cemetery corporation has given not less than 60-day notice to the last known owner to repair or remove the monument or marker and that said owner has failed to do so within the time prescribed in that notice.

I, the undersigned, duly authorized, swear or affirm under the penalties of perjury that the above-named cemetery has not been able to obtain sufficient funds from the family of the deceased, that the proposed costs of the repairs or removals and replacements are fair and reasonable and that the above-described monuments and/or markers are so badly out of repair or dilapidated as to create a dangerous condition. I further swear or affirm that the information contained in this application is true and correct. I agree that, upon receipt of monies for the repair or removal of dilapidated or disrepaired monuments that create a dangerous condition, such repairs will be made as quickly as possible and documentation (receipts and statements) of the repairs and removals will be submitted to the Division of Cemeteries within 90 days following completion of work.

Signature of Cemetery Official: Charles DeTaeye Date: 6-9-2025

June 10, 2025

NYS Division of Cemeteries
99 Washington Avenue
Albany, NY 12231

Cemetery board members of NYS;

The Port Gibson Rural Cemetery, located in Port Gibson, N.Y. Ontario county, currently has 27 monument foundations that are in need of restoration. Per a scheduled inspection on March 28, 2025 by Michael Catena State inspector, all 27 monuments have been deemed hazardous. The majority of these hazardous monuments were installed in the 1800s & early 1900s and are in the process of differentially settling and are in danger of tipping over.

Our cemetery association is financially unable to repair these monuments. While the association has old and very sketchy plot plans, it has no mailing addresses for the lot owners of the hazardous monuments and has been unable to contact any of the original owners or interested parties to ask for their help to correct their condition. We are therefore reaching out to the Division of cemeteries for help.

Please find enclosed our application for Repair of Hazardous Monuments for the Port Gibson Cemetery. To prepare this submittal we met with two qualified contractors for pricing, Senecal Memorials located in Palmyra, NY & Monumental located in Farmington NY.

The following documents are enclosed:

Headstone restoration contractor quotes, warranty and their spreadsheet showing costs for each individual monument.

The completed application form signed by our cemetery association vice president and appropriately notarized as required.

Affidavit of publication and a copy of the legal notice in the Finger Lakes Times for three consecutive weeks.

Receipts for payment for publication of that notice

Copies of the emails received from both contractors

Images of all Hazardous monuments

Please let me know immediately if you need any additional information.

Best Regards,

Charles DeTaeye
V.P. Port Gibson Cemetery Association

EXHIBIT B

From: Chris Senecal sencoreent@gmail.com
Subject: PG Cemetery Bid
Date: Apr 17, 2025 at 9:46:08 AM
To: CHARLES DE TAEYE JR chuck195@verizon.net

I attached the completed bid for Senecal Memorials below.

Thank you,

--

Bethany Senecal

Senecal Memorials LLC
3815 State Route 31
Palmyra NY 14522
315-310-2438

pdf **Port Gibson- #1_ - Google Docs.pdf**
39 KB

Senecal Memorials

3815 State Route 31
Palmyra, NY 14522
(315)597-2748
FAX: (315)538-9831

Senecal Memorials will supply suitable equipment and manual labor to remove each monument and to place in a safe location while work is being done. We will remove each old foundation and truck debris away for disposal. We will dig new foundations to appropriate size, set forms to a depth of 42" and stated dimension for each. We will finish concrete to a smooth surface and seal with appropriate sealer. We will reset each monument with new setting compound and silicone sealer if necessary where seam will not allow compound. We will back fill with topsoil, rake and seed as necessary.

Warranty

Senecal Memorials will warranty the workmanship of the foundations for a period of fifty years from the date of completion. Senecal Memorials will warranty for 20 years the resetting of all the monuments removed to install new foundations. This warranty will consist of every layer of the monument removed and reinstalled with setting compound and/or epoxy. This warranty does not cover any part of the stone that could not be removed due to large pinning of the original setting.

This warranty also does not cover incidental breakage or chipping of monuments due to their age and/or nature of the difficulty to remove some of the layers. This being said, Senecal Memorials will do everything within our control to remove and replace all monuments in a manner that would preserve their appearance and safety for many years to come.

Port Gibson Cemetery - #1:

#	Name:	Size:	Notes:	Foundation Cost:	Removal and Resetting:	Totals:
1	HESTER A. FERGUSON	33x33	LOOSE AND TILTED	$1,089.00	$300.00	$1,389.00
2	PETER M. MILLER	42x42	LOOSE AND TILTED	$1,764.00	$600.00	$2,364.00
3	PARKER SCHUTT	68x45	FOUNDATION DILAPIDATED	$3,060.00	$550.00	$3,610.00
4	NELSON TOWNER	44x44	TILTED, FOUNDATION DILAPIDATED	$1,936.00	$400.00	$2,336.00
5	OLIVER BIRD	48x48	VERY LOOSE	$2,304.00	$700.00	$3,004.00
6	ALBERT H. JOHNSON	32x16	TILTED AND LOOSE	$512.00	$250.00	$762.00
7	MARGARET SAULPAUGH	33x33	TILTED AND LOOSE ON FOUNDATION	$1,089.00	$400.00	$1,489.00
8	RACHEL STACY	36x28	LOOSE FOUNDATION, MOVES	$1,008.00	$300.00	$1,308.00
9	NO LONGER DOING					
10	PALMER (FAMILY)	54x30	FOUNDATION	$1,620.00	$500.00	$2,120.00
11	JOHN STACY	40x40	FOUNDATION LOOSE	$1,600.00	$600.00	$2,200.00
12	SNYDER (FAMILY)	50x30	TILTED	$1,500.00	$300.00	$1,800.00
13	FELLER (FAMILY)	64x45	FOUNDATION DILPITATED	$2,880.00	$600.00	$3,480.00
14	TIMOTHY BIGELOW	43x28	LOOSE FOUNDATION, DILAPIDATED	$1,204.00	$300.00	$1,504.00

15	BERIAH JOURDAN	35x20	TILTED, LOOSE	$700.00	$250.00	$950.00
16	HARRIET SCHUTT	50x30	LOOSE FOUNDATION, DILAPIDATED	$1,500.00	$350.00	$1,850.00
17	BURGETT (FAMILY)	45x30	LOOSE FOUNDATION	$1,350.00	$350.00	$1,700.00
18	MARK JOHNSON	40x40	ROCKS ON FOUNDATION	$1,600.00	$500.00	$2,100.00
19	MARY PALMER	40x40	ROCKS ON FOUNDATION	$1,600.00	$700.00	$2,300.00
20	AMBROSE THOMPSON	46x46	FOUNDATION DILAPIDATED	$2,116.00	$550.00	$2,666.00
21	ISAAC MOORE	40x40	FOUNDATION DILAPIDATED	$1,600.00	$600.00	$2,200.00
22	ISAAC PRATT	52x24	LOOSE ON FOUNDATION	$1,248.00	$300.00	$1,548.00
23	GEORGE BROWN	32x32	TILTED, FOUNDATION DILAPIDATED	$1,024.00	$350.00	$1,374.00
24	STEPHEN ALLING	36x24	LOOSE, FOUNDATION ROCKS	$864.00	$250.00	$1,114.00
25	LESTER NICHOLS	58x24	TILTED	$1,392.00	$250.00	$1,642.00
26	SAMUEL COLE	36x36	LOOSE, FOUNDATION ROCKS	$1,296.00	$350.00	$1,646.00
27	ASBRAH HUNTOON	42x42	TILTED AND LOOSE	$1,764.00	$700.00	$2,464.00
28	MOSES TOWNER	38x38	LOOSE ON FOUNDATION	$1,444.00	$600.00	$2,044.00
				$41,064.00	$11,900.00	$52,964.00

EXHIBIT C

From: david cooper ddiggs@rochester.rr.com
Subject: updated estimate and warranty
Date: Apr 29, 2025 at 2:53:13 PM
To: [redacted]

Everything ok?

pdf **Port Gibson Cemetery est .pdf**
30 KB

MONUMENTAL MEMORIES

David Cooper
5650 County Road 41
Farmington, New York 14425
Phone 585-261-0012
ddiggs@rochester.rr.com

Specifications of Cemetery Rehab

Contractor will supply the proper equipment and manual labor to remove all monuments and to place in a safe location while work is being done. Contractor will remove each old foundation and truck debris away for disposal. Contractor will dig new foundations to appropriate size, set forms to a depth of 48" and stated dimension for each. Contractor will erect each monument with new setting compound. Contractor will back fill with topsoil, rake and seed.

Warranty

Contractor shall warranty the workmanship of the foundations for a period of fifty years from the date of completion. Contractor will warranty for 20 years the resetting of all the monuments removed to install new foundation. This warranty will consist of every layer of the monument removed and reinstalled with setting compound and/or epoxy.

Port Gibsson Cemetery Phase 1 4/28/2025
Estimate from Monumental Memories
David Cooper **585-261-0012**

#	Name:	Size:	Notes	Foundation Cost	Removal & resetting of Monument	Monument Total
1	Hester A, Ferguson	33x33	loose and tilted	1,306	300	1,606
2	Peter M. Miller	42x42	loose and tilted	2,116	650	2,766
3	Parker Schutt	68x45	Foundation dilapidated	3,672	600	4,272
4	Nelson Towner	44x44	Tilted, foundation dilapidated	2,323	400	2,723
5	Oliver Bird	48x48	Very loose	2,764	675	3,439
6	Albert H. Johnson	32x16	Tilted and loose	614	275	889
7	Margaret Saulpaugh	33x33	Tilted and loose on foundation	1,306	375	1,681
8	Rachel Stacy	36x28	Loose foundation, moves	1,209	350	1,559
~~9~~	Not Doing -					
10	Palmer (Family)	54x30	Foundation	1,944	500	2,444
11	John Stacy	40x40	Foundation loose	1,920	650	2,570
12	Snyder (Family)	50x30	Tilted	1,800	275	2,075
13	Feller (Family)	64x45	Foundation dilapidated	3,456	650	4,106
14	Timothy Bigelow	43x48	Loose foundation, dilapidated	1,444	300	1,744
15	Beriah Jourdan	35x20	Tilted, loose	840	200	1,040
16	Harriet Schutt	50x30	Loose foundation, dilapidated	1,800	400	2,200
17	Burgett (Family)	45x30	Loose foundation	1,620	350	1,970
18	Mark Johnson	40x40	Rocks on foundation	1,920	600	2,520
19	Mary Palmer	40x40	Rocks on foundation	1,920	650	2,570
20	Ambrose Thompson	46x46	Foundation dilapidated	2,539	600	3,139
21	Isaac Moore	40x40	Foundation dilapidated	1,920	600	2,520
22	Isaac Pratt	52x24	Loose on foundation	1,497	350	1,847
23	George Brown	32x32	Tilted, foundation dilapidated	1,228	350	1,578
24	Stephen Alling	36x24	Loose, foundation rocks	1,036	300	1,336
25	Lester Nichols	58x24	Tilted	1,670	300	1,970
26	Samuel Cole	36x36	Loose, foundation rocks	1,555	350	1,905
27	Asbrah Huntoon	42x42	Tilted and loose	2,116	750	2,866
28	Moses Towner	38x38	Loose on foundation	1,732	700	2,432
Totals:				49,267	12,500	61,767

EXHIBIT D

Invoice

FINGER LAKES TIMES

PO Box 393
Geneva NY 14456

Phone: 315-789-3333
Fax: 315-789-3376
URL: WWW.FLTIMES.COM

Crystal Rothfuss
Port Gibson Rural Cemetary
PO Box 4
Port Gibson , NY 14537

Acct #: 00109404
Phone:
Date: 08/28/2025
Ad #: 00679509
Salesperson: 5HOUSE Ad Taker: 5MELD

Class: F105
Ad Notes:
Sort Line: LEGAL 812/Burial Lots

Description	Start	Stop	Ins.	Cost/Day	Amount
AFF10 $10 AFFIDAVIT					10.00
502 FL Weekend Times	09/06/2025	09/20/2025	3	26.98	80.94
PN First Day Public Notice					7.47

Ad Text:

Payment Reference:

LEGAL NOTICE

To the last known owner or owners of the following burial lots in the Port
Gibson Cemetery on Canandaigua St. in the town of Port Gibson, NY and all persons having or claiming to have interest in said lots located in the old section of the cemetery.
Hester A. Ferguson, Peter M. Miller,
Parker Schuft,
Nelson Towner,
Oliver Bird, Albert Johnson, Margaret Saulpaugh, Rachel Stacy,

Total:	98.41
Tax:	0.00
Net:	98.41
Prepaid:	0.00
Total Due	**98.41**

AFFP
LEGAL 812/Burial Lots

Affidavit of Publication

STATE OF STATE OF NEW YORK } SS
COUNTY OF ONTARIO }

Melissa Delfi, being duly sworn, says:

That she is Legal Clerk of the Finger Lakes Times, a daily newspaper of general circulation, printed and published in Geneva, Ontario County, State of New York; that the publication, a copy of which is attached hereto, was published in the said newspaper on the following dates:

September 06, 2025, September 13, 2025, September 20, 2025

That said newspaper was regularly issued and circulated on those dates.
SIGNED:

Melissa Delfi

Legal Clerk

Subscribed to and sworn to me this 20th day of September 2025.

KELLY MARIE PETERS
Notary Public, State of New York
Reg. No. 01PE6279182
Qualified in Ontario County
Commission Expires APRIL 8, 2029

Kelly Marie Peters, Notary Public, Ontario County, State of New York

My commission expires: April 08, 2029

Notary number: 01PE6279182

00109301 00679509

Crystal Rothfuss
Port Gibson Rural Cemetary
PO Box 4
Port Gibson , NY 14537

LEGAL NOTICE

To the last known owner or owners of the following burial lots in the Port Gibson Cemetery on Canandaigua St. in the town of Port Gibson, NY and all persons having or claiming to have interest in said lots located in the old section of the cemetery.
Hester A. Ferguson, Peter M. Miller,
Parker Schutt,
Nelson Towner,
Oliver Bird, Albert Johnson, Margaret Saulpaugh, Rachel Stacy, Palmer Family, John Stacy, Snyder Family, Feller Family, Timothy Bigelow, Beriah Jourdan, Harriet Schutt, Burgett Family, Mark
Johnson, Mary Palmer, Ambrose Thompson, Isaac Pratt, George Brown, Stephen Alling, Lester Nichols, Samuel Cole,
Asbrah Huntoon, Moses Towner, Isaac Moore.
PLEASE TAKE
NOTICE that
(1) The monuments located at the said burial lot(s) are so badly out of repair or dilapidated as to
create a dangerous condition.
(2) The person(s) to whom this notice is addressed must repair or remove said monuments or
markers by
November 30th, 2025.
(3) If the persons to whom this notice is addressed fail to repair or remove said monuments or
markers by the
previously stated deadline, the cemetery association may
remove or repair said monuments without further notice to the persons to whom this notice is addressed. You may contact the Port Gibson Rural Cemetery by mail at Port Gibson Cemetary, P.O. Box 4, Port Gibson, NY 14537, or email portgibsoncemeteryny@gmail.com
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