

## PASTORAL PLAN FOR THE PARISHES OF

Please list parishes.

Catholic Community of Constable, Westville & Trout River

Catholic Community of Burke & Chateaugay

St. Josephs – Bombay, St. Mary’s of the Fort

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1. The following churches are within the area served by this pastoral plan:

Please indicate the requested status of each church in the plan, i.e. worship site, oratory, parish church. Include proposed use of churches not being used as worship sites.

Catholic Community of Burke & Chateaugay

St. George’s Church - worship site

St. Patrick’s Church - worship site

Catholic Community of Constable, Westville, & Trout River

St. Francis of Assisi - worship site

Our Lady of Fatima - worship site

St. Bridget’s- former oratory, currently up for sale

St. Joseph’s- Bombay-worship site

St. Mary ‘s of the Fort - worship site

St. Patrick’s Hogansburg Sold

In the event the six worship sites are served by only one Priest, this will occur:

There will be three churches open to serve the faithful: They are:

St. Patrick’s in Chateaugay, St. Mary’s of the Fort, and St. Francis of Assisi in Constable.

For policies for changing the status of churches and related issues, please see Policies # 406.6, 406.10 and 406.11 in the *Pastoral Handbook*.

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2. Proposed Mass Schedule

Indicate time and church where Mass will be celebrated.

Daily TBD

Saturday (Anticipated) 4:00PM St. Francis of Assisi Church, Constable

Sunday 8:30AM St. Mary’s of the Fort, Ft. Covington  
10:30AM St. Patrick’s, Chateaugay

Holy Day and other Masses Consult bulletin - TBD  
Confession schedule Thirty minutes before each weekend Mass until  
10 minutes prior to Mass time or contact pastor for  
an appointment.

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3. Staff/Personnel of the Parish (indicate whether volunteer or employee)

Pastor: One, resident employee  
Parochial Vicar: none  
Other Priests in residence: One  
Deacon(s): One part-time  
PLC or Pastoral Associate(s): One, Deacon, fulltime  
Bookkeeper: Two, employees, fulltime  
Business Manager: See bookkeeper  
Secretary(ies): See bookkeeper  
Maintenance: Three employees, one fulltime, two part-time  
Other: One paid cleaner, two part-time  
Faith Formation  
DRE: Three-- two employees, one volunteer, part-time  
Secretary(ies): none  
Adult Formation: Deacon/ Lay Ministers  
Sacramental Preparation: DRE/Deacon  
Youth Minister: One volunteer  
Director of Vocation Promotion: Two volunteers  
Music Minister: Two employees, part-time, several volunteers

Some are in process. Check here to indicate that all of the positions have written job descriptions.

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Additional personnel:

1. Ministries/Services

	Have sufficient number	Need more	Training has been provided	Training will be provided
Greeters		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ushers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
EMHC	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Lectors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Altar Servers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Music Ministry	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Money Counters	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Sacristans	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Catechists	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Youth Ministry	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Church Cleaners	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Hospital Ministry	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Home Visitation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Food Pantry	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Prison Ministry	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Vocation Team	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Buildings/Grounds	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Other ministries and services:

Funeral Preparation, Nursing Home, Thrift Store volunteers

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2. Lay Groups and Societies (check all that apply)

- |  |   |
|--|---|
| <input type="checkbox"/> Women of Grace                  | <input checked="" type="checkbox"/> Knights of Columbus |
| <input checked="" type="checkbox"/> Altar Rosary Society | <input type="checkbox"/> Men's Group                    |
| <input type="checkbox"/> Catholic Daughters              | <input checked="" type="checkbox"/> Vocations Committee |

Other: please list all groups and societies

Women's Group – St. Mary's of the Fort and St. Joseph's

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3. Attach a proposed budget(s) of revenues and expenses for the next fiscal year. Please follow the format and chart of accounts used in the Annual Financial Report submitted to the Diocese.

Check when completed

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4. Finance Council

Please list Parish Trustees

Jack Fleury and Rod Lauzon –CCCWTR  
Faylene Chapman and Cindy Healy – St. Mary's of the Fort  
Ray Brosseau and Patricia Niles – St. Joseph's Bombay  
Ann Selkirk and Jim Dumont - CCBC

Please list all members of the Finance Council

Shirley Kelly, Deb Fleury, and Peggy Lester – CCCWTR  
Jerry Mahoney, Jerry Rufa, Chris Smith, along with Trustees – St.  
Mary's of the Fort and St. Joseph's  
Doug Malette, Jack LaCroix, Helen Ryan - CCBC

Finance Council meets:

Monthly                      Quarterly                       Semi-annually                       Other, explain  
Several times a year as needed.

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5. Parish Council

Please list all members of the Parish Council

Alison Benedict, Shirley Therrien – Bombay

Danielle French , Shilo Leduc, Kay Spinner – St. Mary’s of the Fort

Ona Rushford, Cheryl LaPlant, Stephen Boyea, Pat Jones, Cory LaBare -  
CCBC

Ernest Daoust, Mike Shea, Brian Cartier, Dick Onufer, Lori Tulip –  
CCCWTR

Parish Council meets:

Monthly       Quarterly       Semi-annually       Other,  
explain

Click or tap here to enter text.

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6. Pastoral Plan

Please briefly summarize how the following needs will be met in your parish(es).

a. Ministry to the homebound

One or more volunteers from each parish makes regular Communion calls (some weekly, some monthly) to homebound parishioners. More visitors are always needed and recruitment is ongoing. Our pastor will visit to confer the other sacraments as requested. Bulletins are mailed weekly to many housebound parishioners.

b. Ministry to those in nursing homes

A group of volunteers coordinate weekly gathering of Catholic residents on Tuesdays. Each week begins with recitation of the Rosary, followed by Mass or a Communion Service on alternating weeks. Residents who cannot come to Mass receive Holy Communion in their rooms.

c. Hospital ministry

Volunteers from CCWTR bring Holy Communion to Catholic patients on Tuesdays, and CCBC brings Holy Communion on Fridays. Our Priest covers an emergency pager for hospital/nursing home/Hospice on Mondays during the day.

d. Religious education program (please indicate release time or Sunday program, elementary program, high school program, whether catechists are certified)

All four Parishes are involved in a Sunday program ranging from K-6, and directed by two paid DRE's at CWTR, St. Mary's, St. Joseph's and a volunteer at CCBC. There are also volunteer catechists in all three programs. Many of our catechists are currently certified. We continue to discuss the possibility of a regional youth group for our post confirmation teens.

e. Sacramental preparation (indicate person responsible for the preparation, number of meetings, description of the preparation program and follow-up)

a. Baptismal preparation

Deacon handles all preparation and gathers initial information, and meets with parents for instruction on Baptism - (60 mins).

b. First Reconciliation / First Eucharist

Preparation for these sacraments are part of the Sunday morning religious education program.

c. Marriage preparation (indicate in parish or remote, grade levels, program used, person responsible)

The Priest/Deacon handles the preparation. He meets with them three or four times for about an hour each session. Hopes are to involve couple to couple sessions. Diocesan Pre-Cana program is required.

d. Confirmation program

This is a two year process. Most candidates are Confirmed in eighth and ninth grades. The instruction is part of the Sunday morning program. “Decisions Point Series” by Matthew Kelly is used in all four Parishes.

f. Adult formation

Adult formation is being developed in all Parishes.

g. Pre-Cana preparation

Diocesan sponsored Regional program.

h. Bereavement ministry

St. Joseph’s & St Mary’s has volunteers, Deacon covers CCBC, and CCCWTR. Training will be done with volunteers.

i. Vocations (What do(es) your parish(es) do to build a culture of vocations? How will this be maintained under this plan? List members of the vocations committee.)

Every month Deacon Dwyer leads a Holy Hour with Benediction for Vocations. In February we celebrated our precious Widows and Widowers. For April we sent Easter cards to Retired Sisters of St Joseph. July was our greatest month with a week long Vocation Bible School! In October we had a Vocation Booth at the Parish Dinner. Children had a chance to try on a child size Vestment and a Religious veil. We put announcements of each Seminarian in the bulletin asking for prayers for them as they pursue their studies. We have begun 2018 by celebrating the Vocation of Parenthood on Jan 21 by handing out Precious Feet pins (Pro Life symbol). We pray that the Holy Spirit will continue to inspire us with ideas to continue to promote holy vocations.

j. Family life (What do(es) your parish(es) do to strengthen the family? How will this be maintained under this plan?)

A number of parishioners took part in the recent Diocesan Entertaining Angels Hospitality workshop, and some of them will hopefully form a hospitality committee, which will aim to strengthen bonds of the wider parish family.

k. Outreach to the poor (What do(es) your parish(es) do to reach out to the poor? How will this be maintained under this plan?)

Food Pantry at St. Francis, a Trift Store at St. Patrick’s and a Thrift Store is being planned at St. Mary’s of the Fort.

- l. Prison ministry (What do(es) your parish(es) do to serve the needs of inmates in local jails? How will this be maintained under this plan?)

A full time Chaplin meets the needs of Franklin County.

- m. What do(es) your parish(es) do to reach out to the unchurched?

Our main contact with the unchurched is through sacramental preparation. Our goal is to offer quality catechesis and to offer hospitality with a true spirit of welcoming. We aim to be disciples in mission preaching the Good News in all areas of our life.

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## 7. Consultations

Summarize the consultations made in order to form this plan.

- a. Trustees

1. Seven planning meetings were held
2. Three town meetings in three different locations at different times
3. Held Parish Council and Finance Committee meetings
4. All minutes are attached
5. Bulletin announcements attached

- b. Pastoral Council

See above

- c. Finance Council

See above

- d. Parishioners

See above

Please attach any minutes for meetings in which the pastoral plan was discussed, including any consensus or decisions reached.

Check when completed



Do you believe that the possibility of a civil and canonical merger of these entities should be considered at this time? If yes, please indicate your reasoning below. For requirements of canonical modifications of parishes, please review *Pastoral Handbook*, Policy 406.10, and for the requirements of Closure of Churches and Relegation to Profane Use, please review Policy 406.11.

Yes       No

St. Mary's and St. Joseph's are in the process of merging, however at this time we don't envision existing corporations becoming one.

How will honorable closure of any church building be commemorated, or how will the formation of a new parish family be celebrated liturgically?

In the event the six Parishes are served by only one Priest, there will be three churches open to serve the population. Canon Law and Diocesan guidelines will be followed.

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8. Additional comments

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9. Name of person(s) preparing this Pastoral Plan

Rev. Thomas Kornmeyer, Deacon Brian Dwyer, Lynda Jones,  
Peggy Lester Sharon Malette, Jennifer Reardon

Date submitted: [Click or tap to enter a date.](#)

This form is available in Pastoral Documentation on <http://www.rcdony.org/>. A version is available for entry using Microsoft Word. A second PDF version is available for handwritten entry.