



COMMONWEALTH OF MASSACHUSETTS

Town of Southwick
Cemetery Commission
454 COLLEGE HIGHWAY, SOUTHWICK, MA 01077
Town Website: www.southwickma.org

MINUTES October 20, 2020

Commission Members in attendance: Veronica Connolly, Chairperson Present
Gene Theroux, Commissioner Present
Norman Boucher, Commissioner Not Present

Also, in attendance were Bud Phillips, Cemetery Sexton; Lisa Anderson, Assistant Cemetery Sexton and Sue St. Sauveur, Cemetery Commission Secretary

A Zoom Meeting of the Cemetery Commission was called to order at approximately 5:36 p.m. by Chairperson Connolly and seconded by Mr. Theroux.

Mr. Theroux spoke with Mr. Stinehart about the work that needs to be done in the old cemetery on Monday, October 19, 2020. Ondrick Natural Earth will deliver material on October 22, 2020. It will most likely not be able to be installed until spring as the Purchase Order paperwork is not yet complete.

Mr. Stinehart spoke with Bob Solek and told him that due to the cost of work needed on the vault in the old cemetery it was necessary for it to go out to bid. That was being taken care of so the work probably wouldn't be able to be done until the spring due to it being so late in the year.

Mr. Theroux has repaired 14 headstones in the last month in the back section of the Old Cemetery. He has had some help from Heidi Johnston who has ancestors interred in the Old Cemetery. There is an email link on the Friends of the Southwick Cemetery Facebook page for anyone who wants to volunteer their time assisting in the needed repairs.

The Purchase Order has been done for Bob Solek to do the needed carpentry work on the old shed.

Mr. Phillips stated that the outside perimeter of the cemetery has been surveyed and they have also laid out the new Section 8. 4 plots have already been sold in Section 8.

There has been no work on the roads in the cemetery this year. Work will need to be done so the roads are repaired where needed and that they match the existing cemetery roads.

The new door on the cemetery building was installed.

Security Fence needs to be contacted so that Mr. Phillips and Ms. Anderson know how to manually override the settings on the fence so it can be closed for the winter months, but also opened as needed for plowing in the winter.

The Cemetery Rules, pricing for cremations, information about the gate being locked for the winter, etc. need to be gathered together so it can be added to the Town of Southwick's Cemetery Commission Website . Also, the Sexton (Mr. Phillips) and Assistant Sexton's (Ms. Anderson) phone numbers need to be added to the website in case there is an emergency or something at the cemetery that they need to take care of immediately.

There was a discussion about the benches being placed in the cemetery matching so that we can keep the cemetery looking nice. We can provide interested parties with the bench company's phone number.

Also, there is a plan to put new trees in at the cemetery next year.

The copy of the Minutes for the August 25, 2020 meeting, which had previously been emailed to the Commission members for their review, was discussed and approved.

A Motion was made by Commissioner Theroux and seconded by Chairperson Connolly to adjourn the meeting at approximately 6:21 p.m. All were in favor.

Due to the Covid Pandemic and the Town Hall being closed to visitors, the next Cemetery Commission meeting was not scheduled at this meeting.

Respectfully submitted,

Susanne St. Sauveur, Secretary

VERONICA CONNOLLY, CHAIRPERSON

NORMAN BOUCHER, COMMISSIONER

GENE THEROUX, COMMISSIONER