



COMMONWEALTH OF MASSACHUSETTS

Town of Southwick

Cemetery Commission

454 COLLEGE HIGHWAY, SOUTHWICK, MA 01077

Town Website: www.southwickma.or

MINUTES

September 19, 2017

Members in attendance:

Sharon Horacek	–	Chairman - Present
Veronica Connolly	--	Present
Jim Fahey	--	Present
Bud Phillips	–	Sexton - Present
Monica Fox	–	Secretary - Present

The scheduled meeting of the Cemetery Commission was opened at 5:30 P.M. by Chairman Sharon.

Routine Business –

- Board members received and reviewed all mail received.
- Board members signed a new Deed for plot sold to Lisa Baxer, which will be notarized and mailed to new plot owner.
- Board Members Reviewed Monthly budget report.
- Board Members updated their books with new plots sold and new burials.

New Business –

- Town Accountant Laura Fletcher came to peak with Board Mmembers in regards to their Non Expendable/Perpetual Trust Accounts. Board members wanted to know how and if they would be able to access this account. Laura Fletcher explained to the members that this account is set up for future use only. When the Cemetery no longer has any space available and the Cemetery can no longer sell available plots. This account would be used for purchasing more land and more space for future use. Laura explained that there with every sale of a new plot a percentage of the money will be placed into these accounts and that the accounts do and will continue to earn interest. Board members would like to continue to look into these accounts to see what the percentage of interest is and if they can change the percentage's so that if needed they would be able to use some of these funds for upkeep, etc. for the Cemetery. Laura explained that she would like to investigate the accounts further and that the members would also need to contact Town Clerk Michelle Hill in regards to these accounts/trusts.
- Board Members reviewed and signed minutes from June 20, 2017 meeting.

- **Board members reviewed information that was received in regards to having the land in the cemetery surveyed. Board members felt that the having the entire new cemetery surveyed for better record purposes. Board member Jim Fahey made a motion to table conversation until the next scheduled meeting so that the board could gather more information in regards to cost and whether or not it was the Cemetery's or the town's responsibility to have this service done. All members were in favor.**
- **Sexton Bud Phillips spoke about an issue in the cemetery roadway. He stated that there were several areas of concern and he requested that the board contact the DPW and see if they would take a look at it to see if there was anything they could do to repair or patch the areas. Chairman Horacek stated that she had been to the cemetery and had seen the area and had concerns that it was a safety hazard. A motion was made by Jim Fahey to ask the DPW if they would look at the area. All members voted in favor. An email will be sent to Chris Faria in regards to this issue.**
- **Sexton Bud Phillips also spoke about the cemetery needing to have some loam brought in to the cemetery. Bud has secured product from a local business and would like to have it moved to the cemetery.**
- **Sexton Bud Phillips discussed with board members in regards to Robert Grimaldi and his rate of pay. He requested if possible to have him receive a pay increase this year as he at this point still maintained the same rate of pay as our seasonal workers. Bud stated that Robert does work in the cemetery when Bud has to be away and is able to maintain the cemetery on his own. Motion was made by Roni Connolly and seconded by Jim Fahey to increase his pay to \$12.00 an hour. All were in favor. Steps will be taken to begin this process.**

Old Business –

- **Board Member Jim Fahey inquired about how well the new lawn mower was working out. Sexton Bud Phillips assured the board that the new mower was running fine and they were very satisfied with the product.**
- **Board Members inquired about the tree removal and wanting to make sure that all the cleanup was complete. Sexton Bud Phillips assured them that cleanup was being completed, but that there had been new limbs that have fallen and he was in the process of doing cleanup now.**

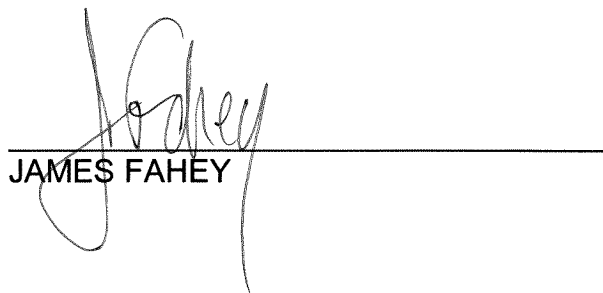
Discussion In Regards to Stone Work in Old Cemetery was tabled until next meeting. Next meeting scheduled for October 24, 2017. Motion made by Roni Connolly to adjourn 6:30 P.M. all were in favor

Respectfully submitted,

Monica Fox
Cemetery Commission Secretary


SHARON HORACEK (CHAIRMAN)


VERONICA CONNOLLY


JAMES FAHEY