



COMMONWEALTH OF MASSACHUSETTS

Town of Southwick

Cemetery Commission

454 COLLEGE HIGHWAY, SOUTHWICK, MA 01077

Town Website: www.southwickma.org

MINUTES February 25, 2020

Commission Members in attendance: Veronica Connolly, Chairperson Present
Jim Fahey, Commissioner Not Present
Norman Boucher, Commissioner Present

Also, in attendance were Bud Phillips, Cemetery Sexton, Sue St. Sauveur, Cemetery Commission Secretary and Gene Theroux, Community Preservation Committee Member.

The scheduled meeting of the Cemetery Commission was called to order at approximately 5:36 p.m. by Chairperson Connolly and agreed on by Mr. Boucher.

The copy of the Minutes for the January 14, 2020 meeting which had previously been emailed to the Commission members for their review was approved and signed.

The Commission members briefly discussed the finalized budget for the Cemetery and that everything was level funded.

The Commission members then discussed the Pontem project that the Cemetery Commission Secretary, Sue St. Sauveur, is going to work on and complete by the end of the Summer of 2020. Ms. St. Sauveur will enter all the cemetery records into the Pontem system so we will know the location of people buried in the Old Cemetery, the New Cemetery and also what areas are available for burials. Subsequently the Town Hall will be able to sell the cemetery plots utilizing the information that the Pontem system provides. A separate amount of money amounting to \$2,500 will be put into the budget for the Pontem project.

The next item that was discussed was the proposed 3-sided addition to the main building at the New Cemetery rather than just a shed being put on the property which had previously been talked about. It would be a 12 X 24, 3-sided addition built on to the current building and would include a new roof for the whole building. Bob Solek Masonry, Southwick, MA submitted a proposal for the completion of this project.

The last item to be discussed was a request for CPC money for the work that will need to be done by Gene Theroux for the restoration project in the Old Cemetery.

A Motion was made by Commissioner Boucher and seconded by Chairperson Connolly to adjourn the meeting at approximately 6:00 p.m. All were in favor.

Next meeting is scheduled for March 24, 2020 at 5:30 p.m.

Respectfully submitted,

Susanne St. Sauveur, Secretary


VERONICA CONNOLLY, CHAIRPERSON


NORMAN BOUCHER, COMMISSIONER


JAMES FAHEY, COMMISSIONER