

COMMONWEALTH OF MASSACHUSETTS

# **Town of Southwick**

## **Cemetery Commission**

454 COLLEGE HIGHWAY, SOUTHWICK, MA 01077  
Town Website: [www.southwickma.org](http://www.southwickma.org)

### MINUTES May 31, 2018

Members in attendance:	Sharon Horacek, Chairperson	Present
	Veronica Connolly	Present
	Jim Fahey	Present
	Bud Phillips, Sexton	Present
	Erica Baker, Secretary	Absent

The scheduled meeting of the Cemetery Commission was opened at 5:27 p.m. by Chairperson Sharon Horacek.

#### **Routine Business:**

- Commission members received and reviewed invoices and POs.
- Commission members reviewed monthly budget report. There was discussion regarding purchasing additional supplies and equipment.
- Commission members signed new deeds for Raymond Dionne, Kirk Sanders, Wendi Mello and Andrea Storrs.
- Commission members recorded new burials in their books.

#### **New Business:**

- Commission members signed minutes from April 10, 2018 meeting.
- Commission members discussed security issues at the cemetery and items being removed from plots and possibly getting lights and cameras installed with signs stating the cemetery is under surveillance. Also discussed getting a lock for the gate and the logistics of keeping the cemetery locked and under camera surveillance. S. Horacek will speak with K. Stinehart about moving forward with installation. There was further discussion regarding the specific plots that have been vandalized.
- Mr. Phillips will contact the fence company for an estimate on repairing the upper gate.
- Mr. Phillips will mark out Section 5A of the New Cemetery to provide for new plots. There was discussion regarding surveying other sections, how the land was purchased in different sections and gathering records on this.

- Commission members discussed hiring an additional part time cemetery worker for the summer to assist Mr. Phillips with mowing and other upkeep. Applications were reviewed. A motion was made by J. Fahey and seconded by R. Connolly to approve the hiring of a new part time employee for 18 hours per week. All were in favor.
- Mr. Phillips and the Commission discussed charging extra for Saturday burials and limiting time for burial to before noon. A motion was made by J. Fahey and seconded by R. Connolly to increase Saturday burial fees by an additional \$200 for full burial and \$150 for cremation if they are scheduled for after 12:00 p.m. on a Saturday. All were in favor.

**Old Business:**

- Mr. Phillips informed the Commission that he spoke with the tree company regarding the removal of trees from the New Cemetery and all they had left to do was finish filling in holes and put down grass seed. Commission discussed types and quantity of replacement trees.

**Motion was made by R. Connolly and seconded by J. Fahey to adjourn the meeting at 6:00 p.m. All were in favor.**

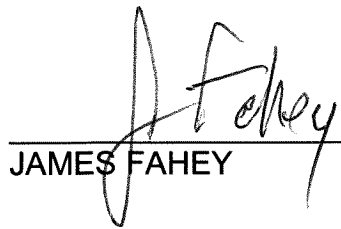
**Next meeting is scheduled for June 19, 2018.**

Respectfully submitted,

Erica Baker  
Cemetery Commission Secretary

  
SHARON HORACEK, CHAIRPERSON

  
VERONICA CONNOLLY

  
JAMES FAHEY