



COMMONWEALTH OF MASSACHUSETTS

Town of Southwick

Cemetery Commission

454 COLLEGE HIGHWAY, SOUTHWICK, MA 01077

Town Website: www.southwickma.org

MINUTES

June 19, 2018

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

The scheduled meeting of the Cemetery Commission was opened at 5:30 p.m. by Chairperson Sharon Horacek.

Routine Business:

- Commission members received and reviewed mail.
- Commission members received and reviewed invoices and POs.
- Commission members reviewed monthly budget report.
- Commission members recorded new burials in their books.

New Business:

- S. Horacek updated the Commission on two new plots sold, Section 7, Row H, Plots 13 & 14, to David Hall.
- Commission members signed minutes from May 31, 2018 meeting.
- S. Horacek updated the Commission on the change made to the Rules and Regulations regarding allowing a slant faced stone on a single grave lot. Commission looked at the rules regarding times and costs of burials and the times that the gate be unlocked. The informational sheet regarding costs and times for burials has been distributed to the local funeral homes. A motion was made by R. Connolly and seconded by J. Fahey that the opening time for the gate be changed from 8:00 a.m. to 7:00 a.m. All were in favor. A motion was made by J. Fahey and seconded by R. Connolly that the Rules and Regulations be accepted as revised with a date of June 19, 2018 and made part of the record. All were in favor.

- R. Connolly updated the Commission about the mulching and planting done at the memorial by Lisa Anderson. They further discussed other items that needed to be taken care of in that area. Commission will send a thank you to Ms. Anderson.
- Mr. Phillips informed the Commission that insect traps were put in the cemetery by the State to look for invasive insects.

Old Business:

- Mr. Phillips updated the Commission regarding mowing and trimming of cemetery.
- Mr. Phillips discussed the employment applications with Commission and advised that the Select Board office is in the process of doing the background checks. A motion was made by J. Fahey and seconded by R. Connolly that contingent upon acceptance of the security check, Ralph Cammisa and Matthew Alaimo be hired immediately. All were in favor.
- Mr. Phillips has no new information on tree replacement. He will follow up with Mr. Deedy.
- Mr. Phillips will contact several fence companies for an estimate on installing an automatic timed gate.
- Mr. Phillips will contact Dan Oleksak regarding survey of the cemetery. Assessors has informed R. Connolly that the cemetery is all one parcel and there is a map available in the Assessors.
- Mr. Phillips will continue marking out Section 5A.

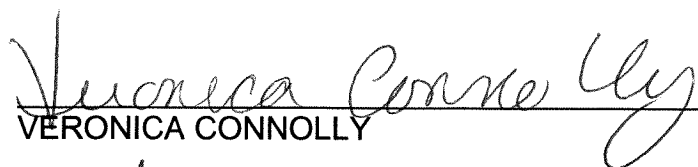
Next meeting is scheduled for July 24, 2018.

Motion was made by J. Fahey and seconded by R. Connolly to adjourn the meeting at 5:58 p.m. All were in favor.

Respectfully submitted,

Erica Baker
Cemetery Commission Secretary


SHARON HORACEK, CHAIRPERSON


VERONICA CONNOLLY


JAMES FAHEY