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**EAST HAVEN OLD CEMETERY BOARD
REGULAR MEETING MINUTES
DECEMBER 29, 2022**

The East Haven Old Cemetery Board held a regular meeting at 7:00 PM on Thursday, December 29, 2022 virtually and transacted the following:

Vice Chairperson Marcia Federico called the meeting to order at 7:00 pm.

Roll Call was taken and a quorum was present.

Present: Commissioners Melanie Johnson, Arlene Hackbarth, Judy Ruggiero, Barbara Buonome and Vice Chairperson Marcia Federico. **Absent:** Chairperson Robert Sand.

Approval of Minutes:

Vice Chairperson Federico asked if all in attendance had received and read the minutes from the November 17, 2022 regular meeting and all had. It was asked if there were any corrections, omissions or questions. Two corrections were needed according to Commissioner Ruggiero. Under new business the word "the" after inspects should be stricken as well as part of the sentence discussing landscaping of Old Cemetery versus East Lawn Cemetery because Fred does not take care of landscaping duties at East Lawn Cemetery.

Vice Chairperson Federico asked for a motion to accept the October 27, 2022 regular meeting minutes with the corrections noted.

Commissioner Hackbarth made a motion to accept minutes with the corrections noted. Commissioner Johnson seconded the motion to accept minutes with the corrections noted.

All in favor, none opposed, no abstentions, motion carried. Minutes from November 17, 2022 regular meeting were accepted with the stated corrections.

Treasurer's Report:

Commissioner Ruggiero stated she paid Fred from Garden of Eden Landscaping \$1,162.50 on December 9, 2022 for fall cleanup and partial removal of leaves that occurred on November 7,

2022, November 18, 2022, and December 5, 2022 respectively. Commissioner Ruggiero stated the end balance in the checking account was \$7,708.72.

Vice Chairperson Federico asked if there were any questions, concerns, corrections with the treasurer's report as read. Hearing none, she asked for a motion to accept treasurer's report as read.

Commissioner Johnson made a motion to accept treasurer's report as read. Commissioner Hackbarth seconded the motion to accept treasurer's report as read.

All in favor, none opposed, no abstentions, motion carried. Treasurer's Report accepted as read.

Ongoing Project Reports:

Landscaping:

Chairperson Robert Sand through Commissioner Ruggiero reported that Fred from Garden of Eden Landscaping when performing fall cleanup blew the leaves on the Hemingway Avenue side of cemetery up against the fence covering headstones. The leaves had not been removed as of this meeting. This was a violation of the outlined stipulations in the contract.

Per Commissioner Ruggiero, December 31, 2022 ends the one-year contract extension between Garden of Eden Landscaping and the Old Cemetery Board. According to Commissioner Ruggiero the Board at this point can decide to keep Garden of Eden Landscaping or ask the Town to go out to bid for a new landscaper. Commissioner Ruggiero asked that a discussion take place as to whether or not the Board should keep Garden of Eden Landscaping.

Discussion occurred with all members in attendance agreeing Fred was making a better attempt at landscaping than had occurred in years past. All agreed to keep Garden of Eden Landscaping. Commissioner Ruggiero indicated that either Chairperson Sand or Vice Chairperson Federico would need to arrange to have Fred go to the Town of East Haven Finance Department to sign a new one-year contract between the Board and Garden of Eden Landscaping. Vice Chairperson Federico stated she would speak with Chairperson Sand to make said arrangement.

Bamboo:

No Report. This item will be left on agenda until Spring 2023.

Retention Wall and Curbing:

Vice Chairperson Federico stated she had spoken with Chairperson Sand concerning obtaining reflectors from the Town Public Works Department to protect the new curbing from plowing and

people parking their cars on the Old Cemetery side of the street. Chairperson Sand stated he texted Public Works Superintendent Charles Coyle about obtaining 50 reflector poles that the members of the Board would pick up at the Public Works Department and install themselves. Mr. Coyle's response was no.

Vice Chairperson Federico, not satisfied with this response, contacted the Mayor's Office. She informed them of the situation as well as the fact when Mr. Coyle is asked to remove tree limbs, it takes weeks if not months for a crew to respond. Vice Chairperson Federico stressed that the Old Cemetery was an historical site and that the Town should be helping to maintain it. Mayor's Office was not pleased to hear these complaints. Per Mayor's Office, 50 reflector poles would be ordered from Goody's Hardware and when order arrived, the Board would be notified. It was also stated Mayor's Office would discuss the mentioned issues with Mr. Coyle.

Bulb Planting: No Report

Old Cemetery Flyer:

Through Vice Chairperson Federico, Chairperson Sand asked if Commissioner Johnson had made copies of the old version of the Old Cemetery Flyer and placed them at Town Hall. If so had she followed up to see if any had been taken? Commissioner Johnson stated she had left 7 flyers at Town Hall and when she went back 2 weeks before Christmas, only 4 flyers remained.

Through Vice Chairperson Federico, Chairperson Sand asked that a 6-month timeframe be put in place for the completion of the revised Old Cemetery Flyer. Vice Chairperson Federico asked Commissioner Buonome if that was enough time for her daughter, Cheryl Panzo, to complete the reading and correcting of the draft version of the flyer. Commissioner Buonome will speak with her daughter and let the Board know.

Old Business:

In response to Commissioner Ruggiero's question from November 17, 2022 meeting concerning 12 poles missing from the boundary line between the two cemeteries, it was deduced that the poles had been missing for some time due to the amount of rust present on the portion of the pole still in the ground. Commissioner Ruggiero asked if perhaps the Town would pay for and install a chain between remaining poles so as to keep the boundary markers in place between the Old Cemetery and East Lawn Cemetery.

New Business:

Vice Chairperson Federico stated she had a person who was interested in joining the Old Cemetery Board. The Board is supposed to have 7 members but only has 6 at this time. Vice Chairperson Federico was informed the person would need to write a letter to the Town Council Chairperson, Joseph Deko, detailing their interest because the Town Council is the member appointing body for the Old Cemetery Board.

Vice Chairperson Federico asked how she could go about getting a no parking sign on the Old Cemetery side of the street so as to prevent people from parking so close to cemetery. She was informed she would have to go in front of the Police Commission to make such a request. It was discussed that hopefully with the new curbing, people won't park as close as before.

Commissioners Hackbarth and Johnson decorated the urns in front of the Old Cemetery gates for Christmas. Chairperson Sand made the wreath for the main gate. Commissioner Ruggiero wanted to know how long should the Board leave the decorations up. Commissioner Hackbarth stated until end of January. All members in attendance agreed to leave decorations up until end of January.

Vice Chairperson Federico asked if there was any other business to be brought forth, hearing none, she asked for a motion to adjourn.

Commissioner Ruggiero made a motion to adjourn. Commissioner Johnson seconded the motion to adjourn. All in favor, none opposed, no abstentions, motion carried.

Meeting adjourned at 7: 35 pm.

Respectfully submitted,
Stacy Gravino, Clerk