

EAST HAVEN OLD CEMETERY BOARD REGULAR MEETING MINUTES AUGUST 26, 2021

The Old Cemetery Board held a regular meeting on Thursday, August 26, 2021 virtually and transacted the following:

- Chairperson Melanie Johnson called the meeting to order at 7:30 pm.
- **Roll call** was taken and a quorum was present.
Present: Commissioners Arlene Hackbarth, Melanie Johnson, Judy Ruggiero, Robert Sand. Absent: Commissioners Barbara Buonomo, Marcia Federico
- **Approval of Minutes:** Commissioner Ruggiero stated a correction to the July 29, 2021 Special Meeting minutes needed to be made concerning the discussion in Old Business about repairs to head stones. It should read filed down not filled. Correction noted.
Chairperson Johnson asked for a motion to accept July 29, 2021 Special Meeting minutes. Commissioner Hackbarth made a motion to accept minutes, Commissioner Sand seconded the motion. All in favor, none opposed, no abstentions, motion carried. July 29, 2021 Special Meeting minutes accepted.
- **Treasurer's Report:** Commissioner Ruggiero gave the report, paid a total of \$750.00 to Garden of Eden for landscaping on the following dates: July 15, 2021 and July 27, 2021. Reimbursed Chairperson Johnson \$40.00 for copies made at Minuteman Press. Commissioner Ruggiero deposited the annual Town of East Haven stipend of \$6,300.00 into the Old Cemetery Board Checking Account. Balance in checking account after all payments and deposits was \$18,310.81.
A motion was made to accept the Treasurer's Report as read, Commissioner Sand made a motion to accept report, Commissioner Hackbarth seconded motion. All in favor, none opposed, no abstentions, motion carried. Treasurer's Report accepted as read.
- **Old Business:** Commissioner Sand stated Benny had not contacted him concerning payment and discussion of new repairs. Benny is owed \$1,000.00 for past repairs but Commissioners not sure if repairs had been completed. The Board will wait until Benny contacts one of the Commissioners before sending payment to him since Benny had not sent invoice. Commissioner Ruggiero is unable to check if work was done due to mobility issues. Commissioner Sand who has the schematic of head stones in question will check progress.
- Commissioner Sand stated Garden of Eden cut grass only once in August and will cut again before Labor Day to ensure Cemetery's appearance for the holiday.

Commissioner Sand reported the Cemetery Section Plan Committee had not met over the summer so there is nothing to report.

Chairperson Johnson will get a map from the Historical Society after the Town's Fall Festival and suggested using map to section off the Cemetery without physically going to it.

Commissioner Ruggiero discussed the probe of a grave location on behalf of Mr. Tuttle. Mr. Tuttle wanted to know if he would be buried beside or next to his father's grave. Mr. Tuttle paid Mr. Roberts

\$1,200.00 to open gravesite. It appeared Mr. Tuttle's grave was next to and beside his father's. Questions did arise though concerning if in fact Ruth Haines Tuttle was in fact buried there due to information stating she was cremated and her ashes spread on top of husband's grave. There is a grave marker but may not be actual grave. Commissioner Sand indicated when grave opened, the vault was found but not sure if it was husband's or wife's grave. Chairperson Johnson and Commissioner Hackbarth will visit gravesite to make a better determination. Commissioner Ruggiero received a letter of thanks from Mr. Tuttle. Commissioner Ruggiero stated Mr. Tuttle will be last person buried in Old Cemetery so documents should reflect such.

- **New Business:** Chairperson Johnson stated she has been in touch with Mrs. Tina Hedley, Mayor Carfora's Executive Assistant, concerning website for Old Cemetery Board. Mrs. Hedley stated she could set up a link on the Town website since the Old Cemetery Board is a Town organization. Mrs. Hedley did set up a link, Chairperson Johnson gave her a brochure from the Old Cemetery Board to put on website. Mrs. Hedley stated whatever the Board would like to put on website just give to her to scan and upload.

- Chairperson Johnson stated she had a grave rubbing kit complete with brushes to clean off head stones in order to read names on stones.

Commissioner Ruggiero stated it was time for annual fiscal audit, last audit was completed in August 2019 by Mr. Salvatore Maltese who does not charge for his services. Commissioner Ruggiero asked for a motion to contact Mr. Maltese to perform audit for year ending August 2020. Commissioner Sand made a motion to contact Mr. Maltese to perform audit for year ending August 2020, Commissioner Hackbarth seconded the motion. All in favor, none opposed, no abstentions, motion carried. Commissioner Ruggiero will contact Mr. Maltese to begin audit.

Chairperson Johnson stated she found information concerning how 3 Old Cemetery graves are now part of East Lawn Cemetery. Chairperson Johnson stated during her search in the Old Cemetery Board files on another matter, she located a Quit Claim Deed concerning the sale of Old Cemetery property to East Lawn Cemetery which includes the property on which the 3 Old Cemetery graves lay. The deed indicated the Town of East Haven, through then Mayor Anthony Proto, sold the property to East Lawn Cemetery for \$5,000.00. Commissioner Ruggiero stated she felt sale of property was illegal due to fact Old Cemetery was put into a trust. Commissioner Sand and Chairperson Johnson would make arrangements to go to Town Clerk's Office to search records concerning this matter further.

Commissioner Sand asked about when flags should be taken down, Commissioner Hackbarth stated flags are kept up until after Veteran's Day.

Commissioner Sand asked Chairperson Johnson if she had heard from Charlie Coyle concerning proposal for grant, Chairperson Johnson had not. Chairperson Johnson stated if Commissioner Sand was concerned about the proposal, he should contact the grant writer and meet with him.

Commissioner Sand asked if the 3 graves located in the wooded rear section of the Old Cemetery will be added to list. Chairperson Johnson and Commissioner Hackbarth stated they will go to that section with list to see if already added to list, if not will make adjustments.

- **Adjournment:** Chairperson Johnson asked if there was any further business to be brought forth, being none, she made a motion to adjourn meeting, Commissioner Ruggiero seconded motion, all in favor, none opposed, no abstentions, meeting was adjourned at 8:07 pm.

Respectfully Submitted,

Stacy Gravino, Clerk