

Lisa Baller
TOWN CLERK

**EAST HAVEN OLD CEMETERY BOARD
SPECIAL IN PERSON MEETING MINUTES
NOVEMBER 30, 2023**

The East Haven Old Cemetery Board held a special meeting at 7:00 PM on Thursday, November 30, 2023 in person at the East Haven Senior Center, 91 Taylor Avenue, East Haven, CT 06512, and transacted the following:

Chairperson Robert Sand called the meeting to order at 7:00 pm.

Roll Call was taken and a quorum was present.

Present: Commissioners Arlene Hackbarth, Barbara Buonome, Judy Ruggiero, Melanie Johnson and Chairperson Robert Sand.

Absent: Commissioner James Longo.

Approval of Minutes:

Chairperson Sand asked if all in attendance had received and read the minutes from the October 26, 2023 special meeting and all had. Chairperson Sand asked if there were any corrections, omissions or questions.

Commissioner Ruggiero stated she had 4 spelling errors for correction.

Chairperson Sand asked if there were any other corrections.

Hearing none, Chairperson Sand asked for a motion to accept the October 26, 2023 special meeting minutes with the 4 corrections.

Commissioner Buonome made a motion to accept the October 26, 2023 special meeting minutes with the 4 corrections. Commissioner Johnson seconded the motion to accept the October 26, 2023 special meeting minutes with the 4 corrections.

All in favor, none opposed, no abstentions, motion carried. Minutes from October 26, 2023 special meeting were accepted with the 4 corrections.

Correspondence: None

Treasurer's Report:

Commissioner Ruggiero stated on November 16, 2023 she paid Jovani Precious Cuts \$540.00 for lawn care that occurred on October 26, 2023. Commissioner Ruggiero made a donation of \$200.00 to the East Haven Animal Shelter in memory of Vice-Chairperson Marcia Federico on October 28, 2023. Commissioner Ruggiero reimbursed Chairperson Sand \$105.07 for cost of materials for wreath for Cemetery gate. Balance in account was \$9,046.70.

Chairperson Sand asked if there were any questions, concerns, or corrections with the treasurer's report as read.

Hearing none, Chairperson Sand asked for a motion to accept the treasurer's report as read.

Commissioner Hackbarth made a motion to accept treasurer's report as read. Commissioner Buonome 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 Sand stated all leaves were put at the edge of Indian Bowl. Grass will not need to be cut again, just concentrate on leaf pickup.

Chairperson Sand discussed the quote he received from Jovani Precious Cuts to clean out the underbrush in the Indian Bowl, along with cutting down 2 trees, stacking brush and trees on the driveway between the 2 cemeteries so the East Haven Public Services could pick up and dispose of the materials at the Town's transfer station. The quote was for \$1,400.00 from Jovani Precious Cuts. Chairperson Sand had received a 2nd quote for the same work from another landscaping

company, and that quote was \$4,500.00. The 2nd quote was rejected in favor of Jovani Precious Cuts. Chairperson Sand will have Jovani Precious Cuts draw up a contract.

Chairperson Sand stated he would personally be cutting many of the branches along the Hemingway Avenue side of the Cemetery and stack with other debris. Chairperson Sand is doing this to prevent injury to landscapers and people visiting the Cemetery.

Chairperson Sand stated urns were cleaned out and awaiting holly, the wreath was up and he picked up solar lights that he attached to gate to illuminate the wreath at night.

Bamboo:

Chairperson Sand reported no shoots have appeared in the old cemetery.

Retention Wall:

No Report.

Main Gate Entrance Pavers and Shrubbery Along Curbing:

No Report

Old Cemetery Flyer:

Chairperson Sand thanked the sub-committee for all their hard work and patience and closed out the sub-committee. Flyer was approved. Cheryl Panzo offered to make 100 copies of the flyer. The Board will reimburse Mrs. Panzo for the cost of the supplies. A copy of the flyer will be given to the Historical Society for placement on their Facebook page. A volunteer is needed to make sure Town Hall and the Library will be stocked with flyers at all times.

Chairperson Sand made a motion to reimburse Mrs. Panzo for the cost for the supplies; Commissioner Johnson seconded the motion to reimburse Mrs. Panzo for the cost for the supplies. All in favor, none opposed, no abstentions. Motion carried to reimburse Mrs. Panzo the cost for the supplies needed to make copies of flyer.

Old Business:

Commissioner Ruggiero stated Salvatore Maltese completed the audit and the finances were in order.

Discussion to amend the 2024 meeting schedule to change the meeting venue from virtual to hybrid occurred. The 2024 meetings will now be in person at the East Haven Senior Center, 91 Taylor Avenue, East Haven, CT 06512 and virtual via Zoom.

Chairperson Sand made a motion to approve amending the 2024 meeting schedule from virtual to hybrid; Commissioner Johnson seconded the motion to approve amending the 2024 meeting schedule from virtual to hybrid. All in favor, none opposed, no abstentions. Motion carried approving amending the 2024 meeting schedule from virtual to hybrid.

New Business:

Commissioner Johnson officially resigned from the Old Cemetery Board due to her moving out of town. Commissioner Johnson was thanked profusely for her tireless efforts and her involvement in East Haven.

Commissioner Johnson stated she had a 2-drawer file cabinet containing files from previous chairpersons as well as her own files that she handed over to Chairperson Sand. Discussion was tabled to future meeting as to where to permanently house the cabinet.

Chairperson Sand asked if there was any other New Business.

Hearing none, Chairperson Sand asked for a motion to adjourn the meeting.

Commissioner Johnson made a motion to adjourn the meeting. Commissioner Ruggiero seconded the motion to adjourn the meeting.

All in favor, none opposed, no abstentions, motion carried. Meeting was adjourned at 7:45 pm.

Respectfully submitted,
Stacy Gravino, Clerk