

RECEIVED FOR FILING  
East Haven  
DATE 04/01/2024 TIME 08:30 am  
TOWN CLERK'S OFFICE  
EAST HAVEN, CONN  
Lisa Balter  
TOWN CLERK

**EAST HAVEN OLD CEMETERY BOARD  
REGULAR MEETING MINUTES  
MARCH 28, 2024**

The East Haven Old Cemetery Board held a regular meeting virtually as well as in person and transacted the following:

Chairperson Robert Sand called the meeting to order at 7:02 pm.

**Roll Call** was taken and a quorum was present.

**Present in Person:** Commissioners Arlene Hackbarth, Chairperson Robert Sand

**Present via Zoom:** Commissioners Barbara Buonome, Amy Derbacher, Ann Murray, and Vice-Chairperson Richard Caponera

**Correspondence:** Chairperson Sand submitted a letter to be included with the Commissioners packets for next meeting.

**Public Comment:** None

**Approval of Minutes:**

Chairperson Sand asked if all in attendance had received and read the minutes from the February 29, 2024 regular meeting and all had. Chairperson Sand asked if there were any corrections, omissions or questions.

Hearing none, Chairperson Sand asked for a motion to accept the February 29, 2024 regular meeting minutes as written.

Commissioner Derbacher made a motion to accept the February 29, 2024 regular meeting minutes as written. Commissioner Hackbarth seconded the motion to accept the February 29, 2024 regular meeting minutes as written.

All in favor, none opposed, no abstentions, motion carried. Minutes from February 29, 2024 regular meeting were accepted as written.

## **Treasurer's Report:**

Commissioner Murray stated as of March 28, 2024, the balance in the account was \$7,086.70. There was no activity for the month of March 2024.

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:**

**a) Landscaping:** Chairperson Sand reported there are a number of limbs down in the Old Cemetery. He received a phone call from Giovanni Precious Cuts concerning the upcoming season. Chairperson Sand was notified by Giovanni Precious Cuts that the price from last year would continue to this year as well as the agreement to cut on an as needed basis until such time as a contract to could be negotiated.

Chairperson Sand stated he was working with the Purchasing Agent, Dawn Cummings, to get the landscaping contract out to bid prior to the beginning of spring. Ms. Cummings needed to speak with Finance Director Keeley as well as Town Attorney Luzzi before putting contract out to bid. Chairperson Sand returned to Town Hall to learn that members of the Finance Department were now performing the Purchasing Agent duties, and subsequently learned at time of this meeting from Commission members that the Town of East Haven no longer employed the Purchasing Agent, Dawn Cummings.

Chairperson Sand asked Commission members to think about ways to keep leaves mulched and spread around the cemetery ground come the fall to maintain a layer of needed top soil. All agreed to discuss further at April's meeting.

Chairperson Sand reported in the back right corner of the Old Cemetery tree limbs had come down on the fence. Chairperson Sand will reach out to the Town's Public Works Department to ask for assistance in removing the limbs from fence. It would be a delicate operation as headstones are near the area.

**b) Bamboo: No Report.**

**c) Retention Wall:** Chairperson Sand explained that he had been in contact with the Mayor's Office, explained several times what was occurring, the fact that a chain link fence was put up at some point which caused headstones to be separated from Old Cemetery, and the ground was eroding severely. Chairperson Sand informed the Mayor's Office a survey would need to be done for the purpose of erecting a retention wall due to the erosion. No movement from the Mayor's Office was reported.

Chairperson Sand suggested scheduling a date with Commission members to tour the area so they can understand first hand the issues facing the Old Cemetery.

**d) Entrance Pavers and Shrubbery along curbing:** Chairperson Sand had asked the Mayor's Office when the pavers would be placed and shrubbery planted, but had not received an answer at time of this meeting.

**Old Business: None.**

**New Business:** Recording Secretary Stacy Gravino stated when making the 2024 schedule, she made an error in the November 2024 meeting date. Secretary Gravino forgot Thanksgiving was November 28, 2024, the date for the November meeting. She asked Chairperson Sand for approval to amend the schedule to change the November meeting date to November 21, 2024.

Chairperson Sand asked for a motion to change the meeting date from November 28, 2024 to November 21, 2024. Commissioner Hackbarth made a motion to change the meeting date from November 28, 2024 to November 21, 2024. Vice-Chairperson Caponera seconded the motion to change the meeting date from November 28, 2024 to November 21, 2024. All in favor, none opposed, no abstentions, motion carried. Secretary Gravino will file an amended meeting schedule and include a copy with minutes.

Chairperson Sand asked Commission members to think about the above-mentioned projects and whether should entertain contractors for pricing.

Chairperson Sand asked if there was any other New Business. Hearing none he asked for a motion to adjourn.

Vice-Chairperson Caponera made a motion to adjourn meeting; Commissioner Murray seconded motion to adjourn meeting. All in favor, none opposed, no abstention, motion carried. Meeting adjourned at 7:35 pm.

Respectfully submitted,  
Stacy Gravino, Clerk

January 26, 2024

**Mrs. Michelle Benivegna**  
**Director of Administration**  
**250 Main Street**  
**East Haven, Conn., 06512**

**SUBJECT: 2024 BUDGET**  
**ACCOUNT 880-0816 ~ OLD TOWN CEMETERY~TOWN COUNCIL BUDGET**

**Dear Mrs. Benivegna:**

**The Old Cemetery Board is attempting to repair or stabilize stones in the Old Cemetery. Since 2004, over one hundred (100) stones have been restored in place and numerous fractured stones repaired.**

**Our objective this year is to lift out of the ground stones that are not broken but need to be put on a new base and then repair other fractured stones onto a new base as well.**

**I briefly spoke with Jim Keeley, Director of Finance, on this matter, and as a director he asked several key questions, which I will give a nut shell explanation for.**

**How much money would it take to repair the stones in question?**  
**Roughly \$30,000.00 Depending on the amount of work that's done on each one.**

**Length of time to expend the money? Approximately 1 year.**

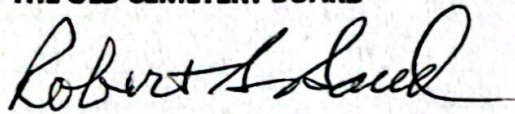
**How many quotes do we have? May I say that our past experience with masonry work has not been the best. Their work did not hold up, stones broke open and had to be repaired once again, so the money we originally spent was lost to us. That being said, we had the good fortune to see in the East Haven Courier an ad reading 'Old World Craftsmanship' Specialized Masonry Work, Owner on Every Job, 30 years experience, Free Estimates, which we thought was worth looking into. We hit the jackpot and have been totally satisfied with their work. This father/son company are dependable, and they like what we're doing so much that they on occasion have**

repaired stones at no cost to us. They are reasonable with what they charge. Again depending on the amount of work that's done on each stone, but roughly around \$300.00 each.

The last question, who made the previous repairs? I'd rather not give a name that could possibly end up in a law suit against the town.

The Old Cemetery will always have broken stones to repair, whether it's because of weather, storm damage, or vandalism. Therefore, it's imparative to keep the repairs current. Hopefully you can see your way clear to help us in our endeavor.

Very truly yours  
THE OLD CEMETERY BOARD

A handwritten signature in black ink, appearing to read "Robert Sand", written in a cursive style.

Robert Sand, Chairman

rs/jr

cc: James Keeley, Director of Finance