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**EAST HAVEN OLD CEMETERY BOARD
REGULAR MEETING MINUTES
FEBRUARY 29, 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 7:00 pm.

Roll Call was taken and a quorum was present. Chairperson Sand welcomed the new members of the Commission.

Present in Person: Commissioners Arlene Hackbarth, Amy Derbacher

Present via Zoom: Chairperson Robert Sand, Commissioners Barbara Buonome and Richard Caponera

Absent: Commissioner Anne Murray.

Public Present in Person: Kassi Zeichner

Approval of Minutes:

Chairperson Sand asked if all in attendance had received and read the minutes from the January 25, 2024 regular meeting and all had. Chairperson Sand asked if there were any corrections, omissions or questions.

Commissioner Buonome stated she had one correction. Under Landscaping –extra Chairperson.

Chairperson Sand asked if there were any other corrections.

Hearing none, Chairperson Sand asked for a motion to accept the January 25, 2024 regular meeting minutes with the one correction.

Commissioner Hackbarth made a motion to accept the January 25, 2024 regular meeting minutes with the one correction. Commissioner Buonome seconded the motion to accept the January 25, 2024 regular meeting minutes with the one correction.

All in favor, none opposed, no abstentions, motion carried. Minutes from January 25, 2024 regular meeting were accepted with the one correction.

Correspondence: Chairperson Sand hand delivered a letter to Michelle Benivegna, Economic Development Director, as well as to James Keeley, Finance Director requesting \$30,000.00 in funding to complete restoration of headstones. Copy of letter will be part of the March meeting minutes.

Treasurer's Report:

Commissioner Buonome stated as of February 29, 2024, the balance in the account was \$7,086.70. There was no activity for the month of February 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 Derbacher 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: Chairperson Sand for the benefit of the new commission members gave a brief overview of each ongoing project.

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.

Old Business: No Report.

New Business: Election of Officers and Appointment of Commission Clerk

Chairperson Sand brought forth a slate of officers consisting of:

Chairperson – Robert Sand; Vice-Chairperson – Richard Caponera; Treasurer – Anne Murray

Chairperson Sand asked if there were any other nominations.

Hearing none, Chairperson Sand asked for a motion to approve the slate as read.

Commissioner Hackbarth made a motion to accept the slate of officers as read; Commissioner Derbacher seconded the motion to accept the slate of officers as read.

Chairperson Sand asked for a roll call vote:

Arlene Hackbarth: Yes

Richard Caponera: Yes

Amy Derbacher: Yes

Barbara Buonome: Yes

Robert Sand: Yes

All in favor, none opposed, no abstentions, motion carried. Slate of officers as presented was approved.

Chairperson Sand brought forth Stacy Gravino for appointment of Commission Clerk.

Chairperson Sand asked if there were any other nominations.

Hearing none, Chairperson Sand asked for a motion to appoint Stacy Gravino Commission Clerk.

Chairperson Sand made a motion to approve the appointment of Stacy Gravino as Commission Clerk; Commissioner Caponera seconded the motion to approve the appointment of Stacy Gravino as Commission Clerk.

Chairperson Sand asked for a roll call vote:

Arlene Hackbarth: Yes

Richard Caponera: Yes

Amy Derbacher: Yes

Barbara Buonome: Yes

Robert Sand: Yes

All in favor, none opposed, no abstentions, motion carried. Appointment of Stacy Gravino as Commission Clerk was approved.

Chairperson Sand stated the Commission needed a Deputy Treasurer and asked Commissioner Derbacher if she would be willing to be Deputy Treasurer. Commissioner Derbacher accepted the position of Deputy Treasurer.

Once minutes have been recorded, former Treasurer Judy Ruggiero, Deputy Treasurer Barbara Buonome, current Treasurer Anne Murrery and current Deputy Treasurer Amy Derbacher will go to Citizens Bank to begin the transfer of the account into new Treasurer/Deputy Treasurer names.

Chairperson Sand asked if there was any other new business.

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

Commissioner Hackbarth made a motion to adjourn the meeting. Commissioner Derbacher seconded the motion to adjourn the meeting.

All in favor, none opposed, no abstentions, motion carried. Meeting was adjourned at 7:27 pm.

Respectfully submitted,
Stacy Gravino, Clerk