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**EAST HAVEN OLD CEMETERY BOARD  
SPECIAL HYBRID MEETING MINUTES  
APRIL 27, 2023**

The East Haven Old Cemetery Board held a special hybrid meeting at 7:00 PM on Thursday, April 27, 2023 at the East Haven Senior Center, 91 Taylor Avenue, East Haven, CT as well as virtually 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:** Commissioners Melanie Johnson, Arlene Hackbarth, Barbara Buonome, Judy Ruggiero, Chairperson Robert Sand; Vice-Chairperson Marcia Federico and James Longo present via zoom.

**Also Present:** Cheryl Panzo, member of the public.

**Approval of Minutes:**

Chairperson Sand asked if all in attendance had received and read the minutes from the April 27, 2023 regular meeting and all had. Chairperson Sand asked if there were any corrections, omissions or questions.

**Vice-Chairperson Federico stated one correction under new business. Commissioner Longo's last name was misspelled in Old Business. It read Lungo when it should be Longo.**

Chairperson Sand asked if there were any other corrections.

Hearing none, Chairperson Sand asked for a motion to accept the April 27, 2023 regular meeting minutes with the one correction.

Commissioner Buonome made a motion to accept the April 27, 2023 regular meeting minutes with the one correction. Commissioner Hackbarth seconded the motion to accept the March 30, 2023 regular meeting minutes with the one correction.

All in favor, none opposed, no abstentions, motion carried. Minutes from April 27, 2023 regular meeting were accepted with the one correction.

### **Treasurer's Report:**

Commissioner Ruggiero stated she paid on May 9, 2023 Garden of Eden Landscaping \$412.50 for grass service only that occurred on April 21, 2023. The balance in the account as of May 25, 2023 was \$6,996.22.

Per Chairperson Sand, the payment of \$825.00 was withheld due to the fact Garden of Eden Landscaping failed to perform the necessary spring cleanup. Chairperson Sand contacted Fred from Garden of Eden Landscaping concerning the lack of the spring cleanup. Fred claimed he did perform a cleanup but the leaves and branches from last fall were still on the ground. Fred informed Chairperson Sand he would no longer be performing landscaping services for the Old Cemetery. Chairperson Sand spoke with the Town of East Haven Purchasing Agent, Dawn Cummings, concerning this development since Fred did sign the latest contract. Also, Garden of Eden Landscaping caused damage to 3 headstones. Chairperson Sand has pictures of the headstones in question. Due to the damage and the question of if the Old Cemetery Board would still have to pay Garden of Eden Landscaping for the spring cleanup even though work was not done, this matter had been turned over to the East Haven Town Attorney for consideration.

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

Hearing none, Chairperson Sand asked for a motion to accept 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.

**Correspondence: None**

### **Ongoing Project Reports:**

#### **Landscaping:**

Chairperson Sand had informed the Board via phone calls concerning the resignation of Garden of Eden Landscaping from their landscaping services. Chairperson Sand also let the Board know via phone calls that another landscaping company, Jovani Precious Cuts, owned by Jose Perez, was

willing to perform landscaping duties on a week-to-week basis until legalities of contract with Garden of Eden could be sorted out.

Per Chairperson Sand, Jose already performed one cut and cleanup that took him 6.5 hours to complete. The charge for the service was \$540.00. Jose will perform landscaping duties again on Wednesday, May 31, 2023.

Chairperson Sand asked if there were any questions concerning the new landscaping company.

Hearing none, Chairperson Sand for a motion to instruct Commissioner Ruggiero to pay Jovani Precious Cuts \$540.00 for their service.

Commissioner Buonome made a motion to instruct Commissioner Ruggiero to pay Jovani Precious Cuts \$540.00 for their service. Commissioner Johnson seconded the motion to instruct Commissioner Ruggiero to pay Jovani Precious Cuts \$540.00 for their service.

Chairperson Sand asked for a roll call vote to approve the expenditure.

Commissioner Ruggiero: Yes

Commissioner Buonome: Yes

Commissioner Longo: Yes

Commissioner Johnson: Yes

Commissioner Hackbarth: Yes

Chairperson Sand: Yes

Vice-Chairperson Federico: Yes

All in favor, no abstentions, none opposed. Motion carried. Chairperson Sand instructed Commissioner Ruggiero to pay Jovani Precious Cuts \$540.00 for their service.

### **Bamboo:**

Chairperson Sand reported new shoots were seen on the property abutting the Hemingway Avenue side of the Old Cemetery. No growth was observed yet inside the grounds of the Old Cemetery. Chairperson Sand will contact the Town of East Haven Zoning Officer, Joseph Budrow, and ask him to contact the State of Connecticut Department of Agriculture that is in charge of invasive plants.

### **Retention Wall:**

No Report concerning retention wall.

### **Main Gate Entrance Pavers and Shrubbery Along Curbing:**

Chairperson Sand stated he had met with Public Works Superintendent Charles Coyle concerning the fact the various trees which needed to be removed, have not been as of yet. While meeting with Mr. Coyle, Chairperson Sand inquired about the pavers and shrubbery, Mr. Coyle did not have an update concerning either item.

### **Old Cemetery Flyer:**

Cheryl Panzo, daughter of Commissioner Barbara Buonome, presented a draft version of the updated Old Cemetery Flyer (see attached) to the Old Cemetery Board. Chairperson Sand asked the Board Members to look over the flyer and present any changes, additions at the June 29, 2023 meeting. Chairperson Sand asked for information concerning the cost for printing of 100 color copies of the flyer once it had been approved. Cheryl Panzo offered to get a quote for the Board.

### **Old Business:**

Commissioners Hackbarth and Johnson volunteered to observe the burial service for the cremains of Gerard Renchy (see attached for service program and obituary). Both Commissioners commented on the respectfulness of the service.

Commissioner Johnson updated the Board concerning the planting of the dwarf Mountain Laurel bush at the grave of Charlotte Thompson, the planting will occur in the fall.

Commissioner Ruggiero stated the Pansies that Commissioners Hackbarth and Johnson had planted in the urns looked lovely. She asked the Commissioners for receipt for reimbursement to which Commissioner Hackbarth responded she would submit once she had purchased Geraniums to replace Pansies. She would submit both receipts at that time.

### **New Business:**

Commissioner Longo inquired as to why there were not flags on the graves in the Old Cemetery of military personnel. He was informed most stones are not marked as having served in the military. The American flags that will be put on the fence and front gate on May 26, 2023 for the very purpose of honoring all those buried in the Old Cemetery who served in the military.

Commissioner Ruggiero stated Chairperson Sand would like the Board to develop a guideline concerning burial of remains in the Old Cemetery.

The draft guidelines per Commissioner Ruggiero were stated:

- 1) Letter of intent from family.
- 2) Birth Certificate of decedent.
- 3) If death and cremation occurred out of state, family will have to contact Funeral Home in that state to obtain burial permit.
- 4) Must be a family member buried in the Old Cemetery and remains can only be buried in that plot.
- 5) Scattering of ashes can occur without Board approval but family will need to contact Chairperson to let them know when it will occur. Ashes can only be scattered on a family member's grave.
- 6) Board permission is needed to bury ashes/body in family plot.
- 7) Family will have to contact East Lawn Cemetery to make arrangements to open and close grave and will be responsible for any expenses incurred.
- 8) Chairperson must be informed as to when interment will take place.
- 9) If decedent was a Veteran, family will need to contact Veteran's Affairs to obtain plaque. Family will have to contact East Lawn Cemetery to make arrangements for installation of plaque and will be responsible for any expenses incurred.

All members were asked to present at next meeting any additions.

Chairperson Sand asked if there was any other New Business.

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

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