TOWN OF EAST HADDAM
Cemetery Committee
Special Meeting Minutes
March 31, 2022
Municipal Office Building
Meeting room 3
Via Zoom and YouTube Live

In attendance:

Cemetery Committee Members

Karl Stofko
Alison Guinness
Crary Brownell
Deb Denette
Rich Pettinelli

Others
Don Algersola

Call to Order

Mrs. Denette called the Cemetery Committee to order at 7:00 p.m.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Mrs. Denette noted that members of this Committee have experience on other Boards and Committees. She stated that if anyone had any questions or concerns regarding freedom of information, or meeting rules or procedures she would be happy to explain or elaborate as necessary.

Introduction of Members and Election of Officers

Each member was introduced and welcomed.

Mr. Brownell motioned to elect Karl Stofko as Honorary Chairman. Alison Guiness provided the second. The motion carried unanimously.
Mrs. Denette motioned to elect Crary Brownell as Vice Chairman, Richard Pettinelli provided the second. The motion carried unanimously.

Mr. Pettinelli motioned to elect Deb Denette as Secretary. Mr. Brownell provided the second. The motion carried unanimously.

Meeting Location and Dates

Brief discussion ensued. Motion by Mr. Pettinelli, seconded by Ms. Guiness to establish the third Thursday of each month at 7:00 p.m. for the purpose of Cemetery Committee Meetings. Such meetings to be held in Meeting Room #3 of the Municipal Office Building. Mrs. Denette noted that she would file a schedule with the Town Clerk, following 30 days the meetings would be considered Regular meetings, and meetings prior to the 30 days held would be noticed as Special Meetings.

General Discussion

In no particular order, the following items were noted as challenges for the Committee to address:

- Creation of bylaws, rules and regulations of all town owned cemeteries.
- Identification and layout new cemetery space.
  surveys of cemeteries (only 3 have been done) – Town Clerk was asked to provide copies of what is on file.
- Maintenance/easement agreements for cemeteries located on private property.
- Identify maintenance and other needs for each town owned cemetery.
- Identify and document available cemetery funds and restrictions.
- Seek out grant funding where available.
- Work with scouts for potential Life or Eagle Scout projects to improve town owned cemeteries.
- Oversee the Cemetery budget.
- Explore potential of having cemeteries on private lands turned over to the Town.
- Invite owners/those maintaining cemeteries to talk to us.
- Identify Indian burial grounds at Mount Parnassus cemetery.

Mrs. Denette noted that there is software for management of cemeteries that may be useful.
The Veterans are working on a project to identify all veterans in town and to clean their headstones (D2 is being used).
Vandalism at the Nathan Hale School House resulted in the damage of several stones there. That cemetery is owned by the Sons of the American Revolution. Ms. Guiness and Dr. Stofko stated that they would visit the site.

It was noted that all of the tasks as a whole are overwhelming, but taking pieces in small bites will be productive. It was suggested that a check off list be developed and each town owned cemetery be visited, one at a time when the weather warms and it is lighter longer. It was determined to begin in alphabetical order beginning with Ackley Cemetery.

Mr. Angersola noted recent work that has occurred, which has focused on Smith Road and the removal of trees near the Mount Parnassus Cemetery.
Entrances and egresses need to be a focus. It was noted that Planning and Zoning has assembled a booklet on town cemeteries, copies of that will be ascertained for the next meeting. Mr. Angersola stated that the Town is keeping up with the maintenance, but recognized that they were neglected for quite some time.

Ms. Guiness stated that she would forward copies of the River View cemetery for consideration in adapting for the Town's bylaws.

The next meeting will be held on April 21st, with the focus on drafting by laws.
A motion to adjourn was made by Ms. Guiness, seconded by Mr. Petinelli at 8:07 pm

Respectfully submitted

Debra Denette,
Cemetery Committee Secretary