



**Riverside Memorial Cemetery Trustees
Minutes
Wednesday, May 27, 2009 3:00 p.m.
Town Hall
William H. Jordan Conference Room**

Present Beverly Brooking
Frank Leavitt
Gerald Sherry

Debra Lane, Town Clerk

Welcome

The Trustees welcomed new member Gerald Sherry.

Overview of the Role of the Riverside Memorial Cemetery Trustees

In order to provide background for Gerald, Debra provided an overview of the role of the Trustees. The role of the Trustees has evolved over the years depending on the need.

The current role includes but not limited to:

- Recommending rules and regulations to the town council
- Recommending a fee schedule to the town council
- Considers requests to purchase lots from non-residents
- Considers buy-back requests
- Considers requests to suspend a rule or regulation
- Assists the town in expansion projects

The administrative duties are handled by John Hartley, Cemetery Assistant, the town clerk's office and the public works department.

Election of 2009 Chairman

Election of 2009 Secretary

Moved by Frank Leavitt and Seconded by Gerald Sherry to elect Beverly Brooking as chairman for 2009.

Motion passed unanimously.

Moved by Beverly Brooking and Seconded by Frank Leavitt to request Debra Lane to continue as secretary.
Motion passed unanimously.

Approval of Minutes – December 2, 2008

Moved by Frank Leavitt and Seconded by Beverly Brooking to approve the minutes of the December 2, 2008 meeting as presented.
Motion passed unanimously.

Review of 2009 Spring Opening

Debra reported that the cemetery is open for the burial season. Cemetery memorials, burials and veteran flags were in place for the Memorial Day Weekend. The policy of the cemetery is to remove the veteran flags following Flag Day, June 14.

Review of Approved Fees for 2009

The Trustees were provided a copy of the fee schedule as approved by the town council.

Request to Purchase Lots – James W. Greenleaf

Moved by Frank Leavitt and Seconded by Gerald Sherry to deny the request of James W. Greenleaf to purchase a cremation lot for him and his wife. The denial is based on the fact that the past residency was not what the trustees consider long term (1962-1967, 1993 purchased Alewife Cove, returned from England and lived there until 1996).
Motion passed unanimously.

Adjournment

Moved by Gerald Sherry and Seconded by Frank Leavitt to adjourn the meeting at 4:01 p.m.
Motion passed unanimously

Next Meeting

The Trustees will meet as needed. The next meeting will include a review of the cemetery maps and discussion of the number of lots available.

Respectfully Submitted,

Debra M. Lane, Town Clerk