



**Riverside Memorial Cemetery Trustees
Minutes
Wednesday, August 10, 2011
10:00 a.m.
William H. Jordan Conference Room
Town Hall**

Present

Beverly Brooking
Jessie Timberlake, Chair

Frank Governali, Town Council
David Jones, Cemetery Assistant
Debra Lane, Town Clerk
Tatyanna Seredin, Mohr & Seredin

Absent

Gerald Sherry

Welcome – Jessie Timberlake, Chair

Public Comments None

Approval of Minutes – June 20, 2011

Moved by Beverly Brooking and Seconded by Jessie Timberlake to approve the minutes of the June 20, 2011 meeting as presented.
(2 yes) (0 no)

Master Plan Update

Tatyanna Seredin joined the Trustees, for approximately one hour, to continue discussions on the update of the Master Plan. An amended drawing was presented for proposed improvements which detailed Phase 5, adding niche walls in the flagpole area and additional trees, shrubs and other plantings.

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The Trustees would like information from Bob Malley regarding the stock pile of material. It is preferable that the stock pile be used to fill in areas needed for Phase 5, sooner than later. Is there a need for a staging area? If so, can the area be smaller and relocated to another area e.g. near the maintenance shed? Tanya will contact Bob.

It is recommended that 6 niche walls be built in the flagpole area. The Trustees discussed the size and look of the niche walls, the plaques and the possibility of opening the sale of the niches to former residents and/or non-residents.

Tanya provided preliminary constructions costs *excluding* costs to fill Phase 5 and layout of lots. An analysis from staff will be provided to the Trustees on the cost of the improvements, potential funding and possible adjustment of lot costs.

The improvements include adding trees, shrubs and other plantings. Mohr & Seredin are aware of the Trustees concerns about tree roots eventually invading lots and cemetery memorials. Information and cost estimates are included for root guides.

Next Steps

Tanya will review the notes from this meeting and make adjustments to the proposed master plan update. The amended map and executive summary will be provided to the Trustees. The Trustees will then decide if another meeting with Mohr & Seredin is necessary.

Following the completion of the master plan update, staff and the Trustees will continue to meet to discuss the improvements, funding, time line, amendments to the rules etc.

Request to Purchase Lots

**Florence Freeburn Johnson, Scarborough, ME
Former Cape Elizabeth resident 1963-2007**

Moved by Beverly Brooking and Seconded by Jessie Timberlake to approve the request of Florence F. Johnson to purchase a lot in the Riverside Memorial Cemetery. The approval is based on the long past residency of Mrs. Johnson, bringing up her family in Cape Elizabeth and her parents' residency.

(2 yes) (0 no)

Note: Mrs. Johnson moved from Cape Elizabeth approximately 4 years ago, a relatively short time ago.

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**Katherine B. Pew, Brunswick, ME
Former Cape Elizabeth resident 1950-1975**

It was a consensus of the Trustees to deny the request of Mrs. Pew to purchase a lot at Riverside Memorial Cemetery. Although Mrs. Pew resided in town for 25 years, she moved from the community 36 years ago and established residency outside of Cape Elizabeth. Her children went to school in Cape Elizabeth for a few years but left and graduated elsewhere.

**Belinda Snell, Scarborough, ME
Former Cape Elizabeth resident 1980-1996
1987 – Present, Guidance Counselor at Cape Elizabeth High School**

It was a consensus of the Trustees to deny the request of Mrs. Snell to purchase cremation lots for she and her husband at Riverside Memorial Cemetery. Although Mr. & Mrs. Snell lived in town for 16 years, they moved from the community 15 years ago and established residency in Scarborough. Although Mrs. Snell works in the Cape Elizabeth School Department, being employed by the town is not the only reason to be approved to purchase lots.

Debra provided a decision by the Trustees dated June 8, 1999 when the Trustees discussed a request by non-resident, employee to purchase lots. Excerpt from the minutes, “Consideration of the purchase of lots to non-resident, employees will be considered on the basis of years of service and other connections to Cape Elizabeth.”

Next Meeting

The next meeting will be scheduled as needed.

Adjournment

Moved by Beverly Brooking and Seconded by Jessie Timberlake to adjourn at 11:21 a.m.
(2 yes) (0 no)

Respectfully Submitted,

Debra M. Lane, Town Clerk