



**Riverside Memorial Cemetery Trustees
Minutes
Wednesday, March 14, 2012
10:00 a.m.
William H. Jordan Conference Room
Town Hall**

Present Jessie Timberlake, Chairman
 Beverly Brooking
 Gerald Sherry

 Frank Governali, Town Council Liaison
 David Jones, Cemetery Assistant
 Debra Lane, Town Clerk

Public Comments None

Approval of Minutes – February 15, 2012

Moved by Beverly Brooking and Seconded by Gerald Sherry to approve the minutes of the meeting held February 15, 2012 as written.
(3 yes) (0 no)

Review of Town Council Workshop Held March 5, 2012

Chairman Timberlake provided an overview of the workshop. The town council seemed receptive to the direction of the plan. They will formally vote on the plan April 9.

2012 Work Plan

Although the town council did not specifically request a work plan for this year the Trustees agreed to the following plan.

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2012 Work Plan:

The Riverside Memorial Cemetery Trustees just completed work with Mohr & Seredin to update the 1993 Master Plan. In early 2012 the Trustees will meet with the town council to review the plan and recommendations.

Two issues for discussion in 2012 are lot prices and overall cemetery finances. Lot prices have not increased since 2008. It is important to ensure that lot prices are set to cover the cost of the perpetual care and cost of creating the lot.

*The fiscal year 2013 budget includes three capital projects as outlined in the master plan; Project D (tree plantings between Sycamore Lane and Dogwood Lane and Project E (buffer plantings near the maintenance shed) and *Project G (buffer installation along Route 77). If approved the Trustees look forward to seeing the projects to completion.
The Trustees will seek funding from the general fund to complete the stone wall along Route 77.

In September the Trustees will review the progress of the master plan.

The Trustees will hear the needs and requests of Cape Elizabeth residents, their families and non-residents. Requests to purchase lots and approve the buy back of lots are based on the rules and past decisions and precedents set throughout many years.

Review of Lot Prices

With the helpful guidance of Councilor Governali the Trustees discussed at length the price of lots. What are the financial goals? What is the philosophy on when to increase prices and by how much? What consideration should be given to area cemeteries and their pricing? What consideration should be given to inventory – number of lots available.

Lot prices have not increased since 2008.

It was a consensus of the Trustees to recommend to the town council lot prices increase effective September 1, 2012:

\$650.00 to \$750.00

\$300.00 to \$400.00

Note: Prices still remain less expensive than most area cemeteries.

Although it is clear revenue is needed to sustain the cemetery, delaying the increase until September 1 gives residents an opportunity to purchase before prices increase. As “notification” to the public, the Cape Courier and town website will be asked to mention the increase.

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It was a consensus that the Trustees review the price of lots every two years.

The basis for the biennial review is to ensure that lot prices keep up with the financial needs of the cemetery funds including capital improvements and perpetual care. Reviewing prices on a regular basis will hopefully avoid the need for sharp increases – moderate increases are preferred.

Next Meeting

The next meeting will be held on Wednesday, May 9, 10:00 a.m. in the Jordan Conference Room at Town Hall.

Adjournment

Moved by Beverly Brooking and Seconded by Gerald Sherry to adjourn at 11:06 a.m.
(3 yes) (0 no)

Respectfully Submitted,

Debra M. Lane, Town Clerk