



**Riverside Memorial Cemetery Trustees
Agenda
Wednesday, January 11, 2012
10:00 a.m.
William H. Jordan Conference Room
Town Hall**

**Election of Chairman for 2012
Election of Secretary for 2012**

Roll Call

Public Comments

Approval of Minutes – December 7, 2011

Master Plan Update

Mohr & Sereidin have completed the revised master plan.

It is recommended the Trustees approve the update and forward to the Town Council.

Fiscal Year 2013 Budget

Review of draft Riverside Cemetery budget for fiscal year 2013; July 1, 2012 – June 30, 2013.

2012 Work Plan

Last year the Cape Elizabeth Town Council asked boards and commissions to develop a work plan for 2011. Although the council has not specifically asked for a work plan for this year, Town Manager Michael McGovern is recommending that boards continue to develop a work plan.

Next Meeting

Please bring your calendars to schedule the next meeting.

Adjournment

Public Participation at Meetings

Persons wishing to address topics on the agenda may do so following introduction of the item by the chairman and prior to Trustee discussion. Any person wishing to address the Trustees shall signify by raising their hand. When recognized by the chairman the speaker shall give his or her name and/or affiliation. Comments shall be limited to three minutes per person. The time may be extended by a majority vote of the Trustees present.

Persons wishing to address topics not on the agenda may do so following the roll call and review of the agenda by the chairman. The chairman shall ask if there are any members of the public who wish to speak. Any person wishing to address the Trustees shall give his or her name and/or affiliation. Comments shall be limited to three minutes per person. The time may be extended by a majority vote of the Trustees present. In the event there is a topic of interest to many persons or if the Trustees wish to solicit public comment on a particular issue a separate meeting or public forum may be scheduled. Rules of the meeting or forum will be discussed by the Trustees and published prior to the meeting or forum.

Decorum

Persons present shall not applaud or otherwise express approval or disapproval of any statements made or actions taken at such meeting. Expressions of approval or disapproval may be intimidating to others who wish to speak.