



Riverside Cemetery Committee

Agenda

Thursday, September 15, 2016

10:00 a.m.

Town Hall – William H. Jordan Conference Room

Welcome

Roll Call

Public Comments

Approval of Minutes – August 18, 2016

Request to Purchase Lots

P. Michael Giftos (2 lots) – Former Resident

Buy Back Request

John Burns Section NE Lot ##5, 6, 7

Update of Lot Sales

Cemetery Assistant David Jones will provide an update of lot sale and remaining lots in inventory.

Provisions of the New Boards and Committees Ordinance

Sec. 4-1-6 Standing Boards and Committees

C. Upon Request Responsibilities. All standing boards and committees shall perform the following duties, and any other assigned tasks, upon Town Council request.

1. Goals. All boards and committees shall develop annual goals for submission to the Town Council.
2. Budget. All boards and committees shall submit to the town manager funding requirements for the next fiscal year.
3. Year end report. All boards and committees shall provide a calendar year end report.

The committee will discuss its goals to present to the town council.

The budget for fiscal year 2018 will be submitted in February 2017 and is prepared by the public works director in consult with the town clerk based on the needs of maintaining the cemetery.

The year end report will be prepared by the town clerk with review of the committee.

Next Meeting

The next meeting will be held on October 20, 10:00 a.m. Jordan Conference Room at Town Hall.

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 Committee 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 Committee members 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 Committee 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 Committee members present.

In the event there is a topic of interest to many persons or if the Committee wishes 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 Committee 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.