



**Riverside Cemetery Committee  
DRAFT Minutes  
Thursday, July 18, 2019  
10:00 a.m.  
Town Hall – Jordan Conference Room**

**Welcome**

The meeting was convened at 10:12 a.m. by Chairman Sharon Smarc.

**Roll Call**

Members Present

Wayne Brooking, Jr.

April Powell

Sharon Smarc, Chairman

Debra M. Lane, Town Clerk

**Public Comments**

None.

**Approval of Minutes – May 9, 2019**

Moved by Sharon Smarc and Seconded by Wayne Brooking to approve the minutes of the meeting held on May 9, 2019 as presented.

(2 yes) (0 no)

April Powell arrived.

**Relocation of Trail South of Pollack Brook**

Maureen O'Meara, Town Planner and Jim Tasse, Chairman Conservation Committee provided an overview of the conservation committee's proposed trail extending south from Pollack Brook bridge to include existing roads in Riverside Cemetery.

Moved by Wayne Brooking and Seconded by April Powell to endorse the proposed relocation of Trail South of Pollack Brook to include existing roads in Riverside Cemetery as presented provided that a sign be erected to include the cemetery is closed after dark and that dogs must be on leash per dog ordinance.

(3 yes) (0 no)

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**Request to Purchase Lots**

Elizabeth Leighton – 2 lots. – Tabled from May 9, 2019.

Moved by April Powell and Seconded by Sharon Smarc to take the item off the table.  
(3 yes) (0 no)

Moved by April Powell and Seconded by Sharon Smarc to deny the request of Elizabeth Leighton to purchase lots at Riverside Cemetery. Although Ms. Leighton's family (grandfather, father and aunt) lived in Cape Elizabeth she did not. The committee recognizes Ms. Leighton spent many summers in Cape Elizabeth however never lived as a full-time resident therefore the request was denied.

(3 yes) (0 no)

Peter Carroll – 1 lot.

Moved by Sharon Smarc and Seconded by Wayne Brooking to approve the request of Peter Carroll to purchase a lot in Riverside Cemetery based on his past residency (1971-1988), the request is for himself only, his parents and brother are still residents and have lots in Riverside Cemetery.

(3 yes) (0 no)

Jim & Susan Ray – 2 lots.

Moved by Sharon Smarc and Seconded by Wayne Brooking to approve the request of Jim & Susan Ray to purchase two lots in Riverside Cemetery. The approval was based on both growing up in Cape Elizabeth, families still living in Cape Elizabeth and this to be the third generation having lots in Riverside Cemetery.

(3 yes) (0 no)

Arthur M. Sewall – 1 lot.

Moved by April Powell and Seconded by Wayne Brooking to deny the request of Arthur Sewall to purchase a lot in Riverside Cemetery as he hasn't lived in Cape Elizabeth since the early 1970's.

(3 yes) (0 no)

**Request for Buy Back**

Estate of Cynthia Chace – Section MP-Q Lot #13 – Tabled from May 9, 2019

Moved by Wayne Brooking and Seconded by April Powell to take the item off the table.

(3 yes) (0 no)

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Moved by Wayne Brooking and Seconded by April Powell to approve the buyback of Section MP-Q Lot #13 to the nephew of the representative of the Estate of Cynthia Chace, Flora Woodside provided that the original deed is returned and proof of the inheritance is provided to the town clerk.

(3 yes) (0 no)

Serena Casey (Section NX Lot 46 & 47) & Michelle Spencer (Section NX Lot 44 & 45)

Moved by Wayne Brooking and Seconded by April Powell to approve the request of Serena Casey (Section NX Lot #46 & #47) and Michelle Spencer (Section NX Lot #44 & #45) to buy back their lots as the sisters wish to purchase in another section of the cemetery.

(3 yes) (0 no)

Elsebeth Tripler – Section EE Lot #24

Moved by Wayne Brooking and Seconded by April Powell to approve the request of Elsebeth Tripler to buy back Section EE Lot #24 as Mrs. Tripler wishes to purchase in another section of the cemetery where an upright headstone would be permitted.

(3 yes) (0 no)

**Request for Additional Cemetery Memorial**

Section NP Lot #1 (Cremation lot)

The family of Paul & Margaret Kirkpatrick is requesting to waive the rules to allow an additional memorial.

Moved by April Powell and Seconded by Sharon Smarc to deny the request of the family of Paul & Margaret Kirkpatrick (Section NP Lot #1) to add a third cemetery memorial. The lot has the maximum number of memorials allowed; one at the head and one at the foot. The rules were established many years ago for maintenance, maintaining a general appearance, and leaving room for burials in between memorials.

(2 yes) (1 no Wayne Brooking)

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**Next Meeting**

Moved by April Powell and Seconded by Sharon Smarc to begin at the next meeting a review of possible criteria to be used, consistency, when considering requests of non-residents to purchase lots.

(3 yes) (0 no)

**The next meeting will be held on Tuesday, September 24, 2019, 10:00 a.m. – 12:00 p.m.**

**Adjournment**

Moved by Wayne Brooking and Seconded by Sharon Smarc to adjourn at 11:33 a.m.

(3 yes) (0 no)

Respectfully Submitted,

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*Debra M. Lane, Town Clerk*