



Riverside Cemetery Committee

DRAFT Minutes

Tuesday, April 8, 2025

9:00 a.m.

Cape Elizabeth Town Hall – Lower Level Conference Room

Welcome

Roll Call

Frances Bagdasarian, Chair

Diane Brakeley

Wayne Brooking

Angela Frawley, Town Clerk

Debra Lane, Assistant Town Clerk

Public Comments

No members of the public were present.

Election of Chair for 2025

Moved by Wayne Brooking and Seconded by Diane Brakeley to nominate Fran Bagdasarian to continue a second term as chair for 2025.

(3 yes) (0 no)

Approval of Minutes – January 7, 2025

Moved by Diane Brakeley and Seconded by Wayne Brooking to approve the minutes of the meeting held on January 7, 2025 as written.

(3 yes) (0 no)

Introduction of Town Clerk Angela Frawley

With the pending retirement of Debra Lane, Town Clerk Angela Frawley will be serving as staff for the Riverside Cemetery Committee. Angela was hired in September 2022 as deputy town clerk and appointed town clerk on January 1, 2024. Since hired, she has been handling the administrative responsibilities of the cemetery. Angela said she looks forward to working with the committee.

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Request to Purchase

S. Mason Pratt – Resident of Standish, Requesting the purchase of 1 lot to accompany 4 cremations. Residency: Mr. Pratt 1940-1961 and 2-3 years (1987-1990) with wife to care for his father.

Moved by Wayne Brooking and Seconded by Diane Brakeley to deny the request of S. Mason Pratt to purchase a lot to accompany the cremation burials of Mr. Pratt's first wife and son (both deceased), Mr. Pratt and wife. Mr. Pratt hasn't lived in Cape Elizabeth for 64 years, no relatives who own lots or buried in Riverside Cemetery, and no relatives living in Cape Elizabeth. All of the factors combined were the basis for the denial.
(3 yes) (0 no)

Review of Guidelines

At the January 7, 2025 meeting, the Committee discussed guidelines used in reviewing requests to purchase. For years committees have discussed whether to recommend a formal set of rules outlining the requirements to purchase lots. The application has been amended to obtain the information the committee needs to make a decision on requests to purchase.

Because requests may have a unique set of circumstances, the committee will continue to review the requests on a case-by-case basis. The committee takes their responsibilities seriously and gives careful consideration to each request being fair to all applicants. For now, no formal rules will be recommended to the council.

Next Meetings –
Town Hall
9:00 a.m.

Tuesday, 5/6
Tuesday, 7/8
Tuesday, 8/5

Adjournment

After hearing no further comments, the meeting was adjourned without objection at 9:57 a.m.

Respectfully Submitted,

Debra M. Lane, Assistant Town Clerk