



Riverside Cemetery Committee

Minutes

Wednesday, July 17, 2024

4:00 p.m.

Cape Elizabeth Town Hall - Jordan Conference Room

Welcome

Roll Call

Frances Bagdasarian, Chair
Diane Brakeley
Wayne Brooking

Debra Lane, Assistant Town Manager
Jay Reynolds, Public Works Director

Public Comments

None

Approval of Minutes – June 4, 2024

Moved by Wayne Brooking and Seconded by Diane Brakeley to approve the minutes of the meeting held on June 4, 2024 as written.

(3 yes) (0 no)

Cemetery Fees

The Riverside Cemetery Committee continued the review of lot purchase prices and burial fees. It has been a number of years since the fees were increased. Public Works Director Jay Reynolds joined the committee to review the FY 2025 cemetery budget, lot and burial prices, and Phase 5 (the final phase of the cemetery).

The Riverside Cemetery Committee is recommending to the Town Council increases in lot purchases and burial fees beginning for the 2025 season. The reasons for the increases are to keep up with operating costs, balancing the budget revenue/expenditures, increase the amount in the capital account and funding for Phase 5.

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Moved by Wayne Brooking and Seconded by Diane Brakeley to recommend to the Town Council that Friday burials be charged the same rate as Saturdays and Holidays, effective for the 2025 burial season. The change results from the adjustment to Town office hours closing on Fridays.

(3 yes) (0 no)

Moved by Wayne Brooking and Seconded by Diane Brakeley to recommend to the Town Council to increase the cost to purchase a full-size lot from \$750.00 to \$1000.00 and a cremation lot from \$400.00 to \$600.00, effective for the 2025 season. Burial fees were last increased effective 9/1/2012.

(3 yes) (0 no)

Moved by Wayne Brooking and Seconded by Frances Bagdasarian to increase burial fees as follows, effective for the 2025 season.

(3 yes) (0 no)

Riverside Cemetery			
Fees Recommended Eff. 2025 Season			
	Current Fees	Last Amended	Recommended
Purchase of a Full-Size Lot	\$ 750.00	9/1/2012	\$1000.00
Purchase of a Cremation Lot	\$ 400.00	9/1/2012	\$ 600.00
Regular Interment	\$ 750.00	7/13/2015	\$1000.00
Regular Interment – Friday , Saturday, Holidays	\$1100.00	7/13/2015	\$1500.00
Cremains Interment	\$ 600.00	7/13/2015	\$ 800.00
Cremains Interment – Friday , Saturday, Holidays	\$ 775.00	7/13/2015	\$1200.00
Disinterment			
Full-Size Within Cemetery	\$1300.00	4/1/2007	\$2000.00
Full-Size to Another Cemetery	\$ 650.00	4/1/2007	\$1000.00
Cremains within Cemetery	\$ 875.00	4/1/2007	\$1000.00
Cremains to Another Cemetery	\$ 450.00	4/1/2007	\$ 600.00
Placement of Foundation	\$1.00 per square inch	7/13/2015	\$1.50 per square inch

Buyback Request

Moved by Diane Brakeley and Seconded by Wayne Brooking to approve the request of Martha S. Mallick to buyback the cremation lot Section NL Lot #3. Since the passing of her husband, Mrs. Mallick has decided to sell the lot back to the Town.

(3 yes) (0 no)

Next Meeting

The next meeting will be held in September/October.

Adjournment

After hearing no further comments, Chair Bagdasarian adjourned the meeting at 5:10 p.m. without objection.

Respectfully Submitted,

Debra M. Lane, Assistant Town Manager