

CEMETERY POLICY

1 PURPOSE

- 1.1 This policy is to regulate the operation and use of the Bolster's Mills Cemetery in Harrison. It is not meant to be restraining, but rather prevent the inconsiderate from taking advantage of others.

2 APPLICATION

- 2.1 The provisions of this policy shall apply to the Bolsters Mill Cemetery as it is currently the only active Town owned cemetery.

3 DEFINITIONS

- 3.1 Perpetual care
 - 3.1.1 Regular cutting and trimming of grass and other wild growth. Raking and cleaning of grounds.
 - 3.1.2 Perimeter fences will be maintained as time and money allow
- 3.2 Memorial
 - 3.2.1 Includes monuments, markers, tablets or headstones for family or individual use placed for the purpose of identification or memory of the interred
- 3.3 Internment
 - 3.3.1 The permanent disposition of remains of a deceased person by cremation and internment, entombment or burial
- 3.4 Owner
 - 3.4.1 Owner of the rights of internment for no other purpose than the burial of the dead

4 SUPERVISION

- 4.1 Cemeteries shall be administered by the Town Manager who may appoint a cemetery sexton to oversee maintenance and improvements.
- 4.2 All files and drawings will be kept up to date and in the clerk's office.

5 ACCESSIBILITY

- 5.1 Cemeteries are accessible daily from sunrise to sunset, weather permitting

6 LOT SIZE

- 6.1 Lots are currently only available at the Bolsters Mills Cemetery and are 4' x 9'

7 PURCHASE OF LOTS

- 7.1 Sale of lots is limited to persons who own taxable real or personal property within the Town of Harrison at the time of purchase, or who can provide evidence of permanent residency in the Town of Harrison or family members or legal heirs at law of the aforesaid taxpayers.
- 7.2 The purchase of a lot is for the purchaser, their heirs and assigns.
- 7.3 If, after a period of 75 years from the date of this contract, the space(s) have not been utilized by the person(s) for whom reserved, and the intent to use the space(s) by such person(s) is unknown, an attempt will be made by the Town Manager or appointee to determine such intent. If there is no response or other confirmation of intent to use the space(s), the space(s) will revert to the Town and may be reserved to others.
- 7.4 All income, both from the proceeds from sales of reserved spaces to individuals, from donations or other sources, will be placed in the cemetery account and used to provide maintenance for the cemeteries.

8 TRANSFER OF LOTS

- 8.1 Transfer of lots to any other person(s) of unwanted lots may be made ONLY with the consent of the Town Manager or appointee.
- 8.2 Transfer forms are available from the Clerk's office and must be completed before a transfer can be approved to keep clear records of ownership.

9 PERPETUAL CARE

- 9.1 Provided by the Town for Town owned cemeteries and as required by State Statute for Veteran's graves.

10 GENERAL CARE

- 10.1 The Town is responsible for cutting the grass at reasonable intervals
- 10.2 Raking and cleaning of the lots as necessary to keep the graves in neat condition
- 10.3 The Town does not accept legal responsibility for the care, restoration and maintenance of monuments, grave stones, and markers of any kind beyond what is established in State statute.
- 10.4 The Town is not responsible for any damages or losses necessitated by vandalism, Acts of God, war, or the elements

11 INTERNMENT ORDER

11.1 An Internment Order from the Town Clerk is required before internment can take place

12 GRAVE DIGGING

12.1 Graves will not be marked for burial until the lot is paid in full

12.2 The Town requires a minimum 48 hour notice to mark a burial lot

13 LANDSCAPING AND DECORATIONS

13.1 The Town is not liable for any floral pieces or items of any kind left at plots, nor any damage caused by thieves or vandals.

13.2 Fresh and artificial arrangements may be placed on graves at any time.

13.2.1 Arrangements must be anchored and shall not interfere with normal mowing and trimming.

13.3 The Town reserves the right to remove all floral designs, flowers, weeds, trees, shrubs, plants or herbage of any kind, from the Cemeteries, if it is deemed detrimental, unsightly, diseased or dangerous.

13.4 Glass is prohibited

13.5 No mounds shall be raised on any grave above the general level of the lot.

13.6 Personal mementos are acceptable on or at the base of a monument. Items interfering with mowing and trimming will be removed.

13.7 Any flowers or other arrangements used for decoration of lots should be removed by individual or family members by the end of October.

13.8 Any items left after October 31st will be removed at the discretion of the cemetery sexton.

13.9 No fences, bricks, tile, stone, gravel, woodchips or such shall be allowed on any lot.

14 INTERNMENTS

14.1 All internments and removals are made subject to the order and laws of the properly constituted authorities of the Town, County and State.

14.2 Lots herein granted are to be used and occupied as places of human burial and subject to these and such policies, rules and regulations as may now be prescribed by the Town, County and State.

14.3 Prior notification to the Town Clerk is required before burial so as to locate and mark all internments on maps and maintain accurate documentation of records.

14.4 One vault per lot

14.5 Maximum of four urns per lot

15 RULES OF CONDUCT

- 15.1 It is the expectation of the Town that anyone within the boundaries of the cemeteries will behave appropriately and be respectful of the grounds and those buried within.
- 15.2 No hunting or discharging of firearms, air rifles or pistols unless permitted for memorial services and tributes.
- 15.3 No dogs are allowed to roam at large within the limits of the cemetery.
- 15.4 All vehicles are to stay on the designated roadway
- 15.5 Riding or driving of ATV's, snowmobiles, bicycles or recreational vehicles within the boundaries of any Town cemetery is strictly prohibited.

16 FEES

- 16.1 The Fee Schedule is authorized by the Selectmen and filed with the Town Clerk.

17 TOWN OWNED CEMETERIES - INACTIVE

- 17.1 Carsley – Edes Falls Road
- 17.2 Center – Carsley Road
- 17.3 Deer Hill – Deer Hill Road
- 17.4 Island Pond/Brackett – Temple Hill Road
- 17.5 Perley – Summit Hill Road
- 17.6 South Harrison/Buck – Edes Falls Road
- 17.7 Summit Hill – Summit Hill Road
- 17.8 Willard/Harmon – Dawes Hill Road
- 17.9 Woodsum North & South – Rt. 117

18 FAMILY BURIAL GROUNDS

- 18.1 Lot can be no larger than $\frac{1}{4}$ acre
- 18.2 The bounds of the burial lot must be substantially marked or enclosed with a fence
- 18.3 A description of the parcel must be recorded with the Cumberland County Registry of Deeds and/or Town Clerk
- 18.4 See Title 13 §1142 for additional guidelines