

TOWN OF HARRISON



Cemetery Policy

This Cemetery Policy, passed by the Selectboard on August 14th, 2025, shall supersede any previous Cemetery policy in place prior to this date.

Cemetery Policy

1 PURPOSE

- 1.1 This policy is to regulate the operation and use of Town maintained cemeteries in Harrison, Maine. It is not meant to be restraining, but rather to prevent the inconsiderate from taking advantage of others.

2 APPLICATION

- 2.1 The provisions of this policy shall apply to all Town maintained cemeteries unless otherwise stated.

3 DEFINITIONS

- 3.1 Perpetual Care – Regular cutting and trimming of grass and other wild growth. Raking and cleaning of grounds. Perimeter fencing will be maintained as time and money allow.
- 3.2 Memorial- 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 – The permanent disposition of remains of a deceased person by cremation and internment, entombment, or burial.
- 3.4 Owner – Owner of the rights of internment for no other purpose than the burial of the dead.
- 3.5 Next of Kin - A person's closest living relative(s). Individuals who count as next of kin include those with a blood relation, such as children, or those with a legal standing, such as spouses or adopted children.

4 SUPERVISION

- 4.1 Cemeteries shall be administered by the Town Manager who may appoint a Cemetery Sexton to oversee sales of plots, burials, maintenance, and improvements.
- 4.2 All files and drawings will be kept in the Clerk's Office within the Town Office.

5 ACCESSIBILITY

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

6 LOT SIZE

- 6.1 Bolster's Mills Cemetery – 4' x 9' (1 vault)
- 6.2 Harrison Village Cemetery –
 - 6.2.1 Full Plot - 11' x 18' (Max. of 4 vaults)
 - 6.2.2 Half Plot – 9' x 11' (Max. of 2 vaults)

7 PURCHASE OF LOTS

- 7.1 The purchase of a lot is for the purchaser, their heirs, and assigners.
- 7.2 The price of the lots shall be reviewed and approved by the Selectboard on an annual basis. At least 30% of the revenue from the sale of the lot is designated for perpetual care.
- 7.3 Deeds are recorded by the Town to the Cumberland County Registry of Deeds Office. There is an additional fee on each deed processed for this. The Town will take responsibility for recording deeds and the mailing of fees.
- 7.4 Bolster's Mills Cemetery only- Sale of lots are limited to people who own taxable real estate within the Town of Harrison, at the time of purchase or family members or legal heirs at law of the aforesaid taxpayer.
- 7.5 If after 75 years from the date of contract, the space(s) has not been utilized by the person(s), and the intent to use the space(s) by such person(s) is unknown, an attempt will be made by the Town Manager or Cemetery Sexton to determine such an intent. If there is no response the space(s) will revert to the Town and may be reserved to others.

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 Cemetery Sexton.
- 8.2 Transfer forms are available from the Clerk's office and must be completed before a transfer can be approved to keep a clear record of ownership.

9 OPENING AND CLOSING OF GRAVES

- 9.1 Funeral directors or family members must contact the Town of Harrison's Cemetery Sexton at 207-583-2241, during regular Town Office business hours. This must be done at least 72 hours prior to any grave opening, internment, or disinterment to locate and mark the correct burial plot. Funeral directors need to provide family contact information.
- 9.2 For recording purposes, the form for Authorization for the Burial or Removal of Cremated Remains – VS 50 Form will need to be filled out

for each deceased, signed by next of kin and given to the Cemetery Sexton.

- 9.3 Two people can be placed in one Urn. However, an Urn cannot be disinterred to bury another.
- 9.4 Graves will not be marked for burial until the lot is paid in full.
- 9.5 Cemeteries will be closed for burial November 15th – April 15th weather permitting. Unless special permission is granted from the Town Manager or Cemetery Sexton.

10 INTERNMENTS

- 10.1 All interments and disinterments are made subject to the order and laws of the properly constituted authorities of the Town, County, and State.
- 10.2 Lots herein granted are to be used and occupied as places of human burial. They are subject to these such policies, rules and regulations as may now be prescribed by the Town, County, and State.

11 DOCUMENTS

- 11.1 The following documentation shall be provided by the family before the internment of cremains:
 - a. Certificate of Cremation.
 - b. Copy of Deed for lot. If you do not have one, you will need to go before the Selectboard and present your case.
 - c. Copy of Disposition Permit.
 - d. Authorization for the Burial or Removal of Cremated Remains – VS 50 Form

12. PERPETUAL CARE

- 12.1 The Town may invest any perpetual cemetery funds in accordance with current Maine State law.
- 12.2 Interest may be used for general maintenance, or to improve, or expand the cemeteries.

13. GENERAL CARE

- 13.1 The Town is responsible for cutting grass at reasonable intervals. Along with raking and cleaning of the lots as necessary to keep the graves in neat condition.

- 13.2 The Town does not accept legal responsibility for the care, restoration, and maintenance of monuments, gravestones, and markers of any kind beyond what is established in State statute.
- 13.3 The Town is not responsible for any damages or losses necessitated by vandalism, Acts of God, war, or the elements.

14. LANDSCAPING AND DECORATIONS

- 14.1 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.
- 14.2 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.
- 14.3 Fresh and artificial arrangements may be placed on graves at any time. Arrangements must be anchored and should not interfere with normal mowing and trimming.
- 14.4 Planting Area: Plantings must remain within the planting area – that is, the area within 12” of the memorial.
- 14.5 No bushes, shrubs, or trees should be planted on or near gravesites.
- 14.6 Glass is prohibited.
- 14.7 No mounds shall be raised on any grave above the general level of the lot.
- 14.8 Personal mementos are acceptable on or at the base of a monument. Items interfering with mowing and trimming will be removed.
- 14.9 No fences, bricks, tiles, stone, gravel, woodchips, or such shall be allowed on any lot without written permission from the Town.
- 14.10 Any flowers or other arrangements used for decoration of lots should be removed by individual or family members by November 15th. Any items left after November 15th will be removed at the discretion of the Cemetery Sexton.

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 with in.
- 15.2 No hunting or discharging of firearms, air rifles, or pistols unless permitted for memorial services and tributes.
- 15.3 All dogs must be leashed and are not allowed to roam at large within the limits of the cemetery. Owners must pick up after their dog.
- 15.4 All vehicles are to stay on the designated roadway.
- 15.5 Riding or driving of ATV’s, snowmobiles, or recreational vehicles within the boundaries of any Town Cemetery is strictly prohibited.

16. FEES

- 16.1 The fee schedule is authorized by the Selectboard and filed with the Town Clerk's Office.

**17. TOWN MAINTAINED CEMETERIES –
INACTIVE (No lots available for purchase)**

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

18. FAMILY BURIAL GROUNDS

- 18.1 Lot can be no larger than $\frac{1}{4}$ of an 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 the Town Clerk.
- 18.4 See Title 13 §1142 for additional information.

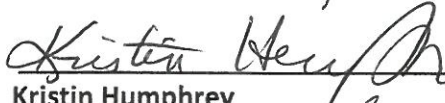
GIVEN UNDER OUR HANDS THIS 14TH DAY OF AUGUST 2025

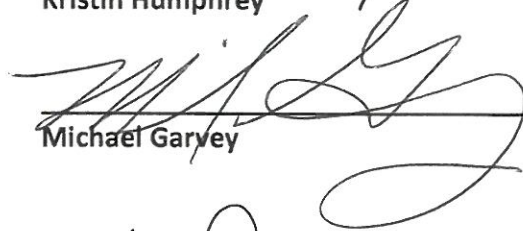
HARRISON BOARD OF SELECTMEN:


Philip Devlin, Chairman


Nathan Sessions, Vice Chairman

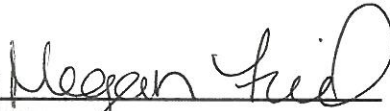

Debora Kane


Kristin Humphrey


Michael Garvey

A True Copy

Attested


Dep. Clerk

Date 8/14/25

