

## **SHELBURNE CEMETERIES RULES AND REGULATIONS**

The following rules and regulations have been established by the Shelburne Cemetery Commissioners for the respectful interment of members of the community. The Commissioners have been charged by the Town to set rules that reflect the concerns of those who own cemetery lots as well as to ensure that all regulations comply with the Vermont cemetery and burial laws as distributed by the Secretary of State.

The Cemetery Commission is composed of five members appointed by the Selectboard for a term of three years. They are responsible for the overall operation of the three cemeteries that are part of the Town of Shelburne.

The Village cemetery is located on Falls Road with both burial and cremation lots available. Lots are no longer available at the Spear Street cemetery, although burials for previously purchased lots continue. The historic West cemetery at Shelburne Farms is no longer used for burials.

### **SECTION I: General Rules**

1. Cemetery hours are dawn to dusk.
2. There are no winter burials; the length of the closed period is dependent on the weather.
3. Burials may not be scheduled for Sundays or holidays.
4. Cars, hearses, and maintenance vehicles are the only motorized vehicles permitted in the cemetery.
5. Persons are welcome to walk through the cemetery; dogs must be leashed at all times and owners are required to put droppings in trash receptacles. Littering is prohibited.
6. Cemetery grounds are to be treated with dignity. Visitors are urged to respect persons who may be visiting burial sites of loved ones. Boisterous behavior, picnics, climbing on monuments, defacing monuments, cutting flowers, and other disrespectful behaviors are all prohibited.
7. Firearms are prohibited except for military funerals.
8. Lots may not be enclosed with fences, curbing, or hedges.
9. Floral items should be secured on a stand and not attached to the monuments. Glass containers are prohibited.
10. The cemetery lot is to be used only for an interment.
11. Objects should not be placed on the grass or in areas where personnel will be mowing.
12. Structures above ground are permitted only by special permission of the Commission.
13. Burial records are open to the public. They may be viewed at the Office of the Town Clerk.

## **SECTION II: Monuments and Markers**

Definitions: A monument is a memorial constructed so as to sit on a concrete foundation in an upright position. A marker is a stone or bronze memorial flush with the ground indicating the name of the deceased; the marker may also indicate the date of birth and death.

1. A "Monument Lot" is one on which one above ground monument may be erected but all grave markers thereon shall be set at ground level. A monument is placed at the head of the lot on the center of the lot line. Where one family owns one-three 2 grave lots, one monument is permitted.
2. A 7' x 10' monument lot may be used for up to eight cremations and eight flush markers.
3. On a single grave lot (3'6" x 10') the monument can be 24" wide and 24" high.
4. On a 5' x 7' cremation lot a monument can be 30" long and 24" high.
5. Monuments will be marble or granite. Maximum size for a 7' x 10' lot will be 4'6" long and 3' x 5' high. (These measurements include the base.)
6. All monuments must have a proper foundation, 5' deep if possible. The setting of all monuments will be scheduled and inspected by the Commission.
7. Lot owners may have granite corner markers set at their own expense with prior approval from the Superintendent.
8. There are no monuments in the Cremation Garden, only 1' x 3' flush markers.
9. Flush markers in the Cremation Garden will be of granite in gray, pink, brown, black, or green color. Three inches of crushed stone are required under the marker.
10. Ashes will be in a permanent container of granite, marble, copper, wood, ceramic, or acrylic.
11. Names of veterans buried in the Cremation Garden are inscribed on a granite memorial on the Southwest corner of the Cremation Garden. A central flag is flown for veterans in the Cremation Garden. Flag holders are provided for all other veterans' graves; the Commission oversees placement of flags on each veteran grave before Memorial Day and removal of flags after Veterans Day.

## **SECTION III: Plantings**

1. Planting of trees, shrubs, or evergreens is not allowed.
2. Any tree planting will be done by the Commission.
3. A 15" wide bed for inground flowers may be made at the base on the front side of a monument. A protective edging is recommended. Maintenance of the flower bed is the responsibility of the lot owner. No additional landscaping is permitted.
4. Artificial flowers may be used between October 10-May 15.
5. In winter, although the cemetery is not officially open, family members may place holiday wreaths in front of monuments; wreaths must be removed by April 15.
6. The Commission has the right, and obligation, to remove any planting or objects that are detrimental to the cemetery.
7. No personal plantings are allowed within the Cremation Garden. The Commission annually plants flowers around the borders of the Cremation Garden.

#### **SECTION IV: Arrangements, Deeds, Lot, Purchase**

The Superintendent is responsible for arrangements with persons interested in purchasing a cemetery lot. The name of the current person in that office may be obtained by calling the Shelburne Town Clerk.

1. When a buyer of a lot receives the lot deed, the buyer agrees to abide by the Shelburne Cemetery Rules and Regulations. No burial or improvement to the lot can take place until the lot is paid for.
2. The purchase of a cemetery lot in Shelburne is restricted to Shelburne residents, their spouses/long time partners, their minor children, and long time past residents who have lived in Shelburne the majority of their adult lives. Long term past residents who wish to purchase a lot shall send a letter to the Cemetery Commission describing the length of their residency.
3. The husband or wife shall have a vested right of interment in any lot conveyed to the other.
4. A lot owner may not sell the lot to another party; however, the owner may sell the lot back to the Cemetery Commission.

#### **SECTION V: Funeral Procedures**

The funeral home (or the lot owner) makes all the arrangements for a burial. The funeral home will notify the Superintendent of the scheduled burial, location in the cemetery, and time of service. If necessary, a member of the Commission will meet with the funeral home or a member of the family to confirm the exact location on the lot for the burial. If necessary, a member of the Commission will mark out the grave site. A burial transfer permit or a cremation certificate is required at burial.

#### **SECTION VI: Current Prices**

2 Grave Lot: 7' x 10' in Slocum Annex	\$600.00
1 Grave Lot: 3'6" x 10'	\$400.00
2 or 4 Grave Cremation Lot: 5' x 7'	\$350.00
1 Cremation Garden Lot: 4'6"x 3'	\$525.00
Install Flush Marker, i.e. Veteran Marker	\$200.00
Cremation Interment	\$200.00

These rules and regulations were approved by the Shelburne Cemetery Commission on July 22, 2015; this document is an update of the 2001 Rules and Regulations currently on file in the Shelburne Town Clerk's office.

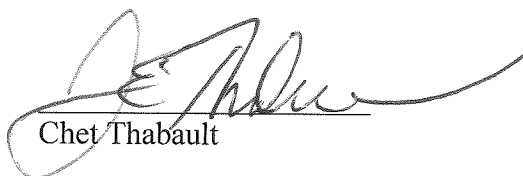
**Shelburne Cemetery Commission**

  
Carole Carlson

  
Ron Gagnon

  
Ruth Morrow

  
Stuart Morrow

  
Chet Thabault

Filed with the Shelburne Town Clerk on 8-4-2015