

**Rules and Regulations
City of Easthampton
Brookside and East Street Cemeteries**

1. Sale and Use of Lots

Cemetery grounds shall not be used for any other purpose than a place for the interment of the dead.

Sale of lots and grave spaces are to be paid in full at the time of purchase. No interments shall be allowed until the lot or space has been paid in full and at least 48 hours notice before burial.

Price of the lot and/or grave space includes perpetual care.

Lot purchases are reserved for Easthampton Residents with two current proof of residency. **NO EXCEPTIONS**

2. Internments

Copy of deeds must be shown prior to booking of internments.

Payments for internments shall be received **prior to** or on the day of the scheduled burial service **prior to** the service. All payments shall be in the form of a bank check or money order made payable to the City of Easthampton. No internments shall be allowed in any lot or grave space until the Funeral Director, prior to any burial, has paid previous indebtedness and charges against such lot. In addition, before scheduling any burial, the funeral director will first notify the Parks and Cemetery Director to ensure that there are not time conflicts with other internments.

Internments shall not be allowed until the proper certificate required by the Board of Health and all Park and Cemetery information necessary to complete the records of the Cemetery have been furnished to the Park and Cemetery Director or his designee.

No disinterment shall be made before the first day of June and the first day of October and then only in accordance with a permit from the Board of Health.

Ashes internment will be allowed to be placed on top of a previous vault style internment. No cremains vaults can be placed over full burial vaults. Only three sets of ashes will be allowed in one grave space, and all ashes must be in a pre-approved container or urn.

From May 1st to November 30th, the Parks and Cemetery Division will require 48 hours business day notice for internments. Internment arrangements made after 12 noon on Friday cannot be performed until Tuesday, unless circumstances permit an earlier time (determined by the Cemetery).

During the **winter months**, specifically, between **December 1st and April 30th**, the Parks and Cemetery Division will require 48 hours business day notice for internments. **Internments are solely determined by the Parks and Cemetery Division.** Internment arrangements made after 12 noon on Friday cannot be performed until Tuesday, unless circumstances permit an earlier time (determined by the Cemetery).

The Parks and Cemetery Director will reserve the right to delay the internment until spring if dangerous conditions exist in certain areas of the cemetery.

When the location of a grave on a lot cannot be determined or the grave cannot be opened where specified, the Director of Parks and Cemetery or his designee, at his discretion, shall locate the grave on said lot to avoid any potential conflict so that the funeral may not be delayed.

3. Monuments and Grave Markers

The owner of a four grave lot or larger lots has the right to erect upright monuments of conforming stones commemorating the dead.

No monuments or grave markers may be erected on any lot until the lot or grave space is paid in full.

All monuments must be **pre-approved** by the Park and Cemetery Division before placement is allowed. Monument companies must clean up site completely after installing markers otherwise will be charged for clean up at a rate of \$20.00/per hour, minimum of 1 hour.

No vault companies shall use Wilbert Way vault placements.

Only one upright monument on each lot of four graves or more, centered in the center and between ends will be allowed. Flat markers only for less than 4 grave lots will be allowed.

Individual flat grave markers shall be one piece, flush with grade and shall not exceed two feet in length and one foot width. Double flat grave markers shall not exceed width of two grave lot. All inscriptions shall be cut into the stone rather than raised.

Markers shall be placed at the end of the grave farthest from the base of the monument at least 2 feet from end. Exceptions will be made to conform with markers now existing on older lots at the discretion of the Cemetery Division.

All monuments must rest upon a concrete foundation at least 42 inches deep or per specifications of the Parks and Cemetery Division.

Corner stones to mark the boundaries of the lot must be set flush with the grade of the lot. Initials shall be cut into the stone rather than raised.

Existing lots prior to 1/1/2010 shall have only one upright per lot, all other subdivisions of each lot shall have flat stones.

4. No planting of shrubs, flowers, or trees will be allowed on a lot.

A flowerpot or flowerbox will only be allowed. No other items allowed.

Only one flowerpot or flowerbox shall be allowed the first Monday after Memorial Day until the first Monday in October. The owners must remove said flowerpot/flowerbox or the Parks and Cemetery Division will remove them.

All summer floral displays and containers shall be removed by the first Monday in October and all winter floral displays and containers shall be removed by the first Monday in April. The Parks and Cemetery Division will remove any displays or containers remaining after these days.

Existing bushes must be maintained by the owner otherwise will be removed by the Parks and Cemetery Division as well as any bushes or plantings that is determined to be detrimental to lots or avenues, in poor condition, or considered safety hazard.

5. Flags and Flag Holders

Small American flags may be placed on Veteran's graves one week prior to Memorial Day. The following Monday after Veteran's Day the Parks and Cemetery Division will remove flags that are placed on the flush grave markers of Veterans. If there is an upright monument at the Veteran's gravesite the flag will be transferred to the front of the upright monument. Only one flag per monument will be allowed.

6. General

Absolutely no dogs allowed on Cemetery grounds.

Any work activities occurring near where an interment is being made must suspend their labor during the committal service.

Funeral processions, upon entering the Cemetery, shall be under the control and subject to the directions of the Parks and Cemetery Foreman or his designee.

All persons are strictly prohibited from picking any plants or flowers, whether wild or cultivated, disturbing birds, squirrels, or other wildlife, breaking or injuring any tree or shrub, marring any memorial or defacing property in any way.

All lots shall be held subject to all by-laws, rules and regulations, made and to be made by the Board of Cemetery Commissioners in pursuance of the authority granted to them in and by any ordinance or ordinances of the City of Easthampton.

Approved by the Board of Commissioners, Cemetery Division, 2/14/2010
Effective immediately.