

TOWN OF HEBRON
ad hoc CEMETERY COMMITTEE MEETING MINUTES
AUGUST 10, 2015

PRESENT: Carol Bears, Ron Collins, Tracey Steenbergen, John Hilson, Doug Merrill, Don Merrill, Bruce Barnard, Ellie Lonske

5:00 p.m. Meeting called to order by Chair Carol Bears

The Committee approved the minutes of the June 24, 2015 meeting.

John Hilson lead the discussion of the draft of the Hebron Cemetery Regulations dated August 3, 2015.

The following topics were discussed:

Reserving a Grave Site

- The fee to reserve a Grave Site will be \$75.00 per Grave Site so as to cover materials and labor costs for the requisite Corner Markers.
- Because reservation records are incomplete at best, the Town will appeal to the public through the Town newsletter, "Talk of the Towns", Town Report, and Town Meeting to ask that anyone who thinks they have reserved a Grave Site to check with the Town Clerk to find out if the reservation has been recorded and if Corner Marker were installed. If Corner Markers are not in place, the person must pay the fee for the Corner Markers to be installed by the Sexton before the reservation will be recorded and a confirmation issued.
- The Town Clerk will direct to the Sexton anyone wishing to make a reservation for a Grave Site. The Sexton will show which Grave Sites are known to be available. After the Grave Site(s) has been chosen, the person will be required fill out and submit the Reservation Form (work in progress) and the fee payment to the Town Clerk. The Sexton will then install the Corner Markers, and the Town Clerk will record the reservation and provide a confirmation.

Interment

- The fee for Interment will be \$75.00 so as to cover the Sexton's labor costs in supervising the Funeral Director.
- The Funeral Director will be required to provide/install a temporary Grave Marker, with the name of the deceased and date of date, on or around the date of the burial.

The temporary marker will be removed when a Head Stone or other permanent marker is in place.

- Up to three (3) Cremains containers may be interred in one Grave Site.

Perpetual Care

- Because the current Cemetery Rules & Regulations document makes no reference to Perpetual Care, and because the Town has accepted any new gifts for Perpetual Care for many years, the revised Regulations will be silent on this topic
- Carol Bears had sent the Committee an explanation of the legal status of the existing Perpetual Care trust funds. The situation is complex, and will need to be addressed at some later date.

Grave Site Decorations and Plantings, Tombs

- The Sexton may remove from a Grave Site any plant or object that interferes with Cemetery maintenance or that has become unsightly. This would normally be done during the Fall cleanups.
- The Regulations will be silent on the topic of tombs.

Cemetery Records

- There is an immediate and critical need to make duplicate copies of the exiting map/plans of Grave Sites. In addition, Tracey and Ron will work together to select and implement a server-based Grave Site database. Read-only access should be available though the web.

Interment Calendar

- Town Cemeteries will normally be closed to Interment between December 1st and April 15th.

7:05 p.m. Meeting adjourned by unanimous vote

Respectfully submitted,

Ellie Lonske
Secretary *pro tem*