

Town of Shaftsbury Shaftsbury, Vermont

SHAFTSBURY CEMETERY COMMITTEE BY-LAWS Approved by the Shaftsbury Select Board on 6 July 2015

The Shaftsbury Cemetery Committee establishes these By-Laws (includes Rules, Regulations, and Operations of Cemeteries). The Committee has the authority to oversee the management of Shaftsbury public and private cemeteries; sets prices for burial lot/spaces as outlined below; and determines contract methods for cemetery maintenance. An inclusive list of Shaftsbury cemeteries and relative cemetery burial rate schedule is included with these By-Laws (Attachment A and Attachment B).

No policy and/or decision of the Cemetery Committee will be considered valid without the approval of the Shaftsbury Select Board.

- The Committee shall consist of five (5) members appointed by the Select Board. One member will be charged to serve as Chair of the Committee.
 - A Cemetery Superintendent will be appointed annually by the Select Board based on recommendations and approval of the Committee.
 - The Committee will normally meet once per month, but must meet once every three months as a minimum ~ or as requested by a member of the Committee.
1. Sales of cemetery burial lots/spaces are limited to natives, residents, or land owners of Shaftsbury, Vermont unless otherwise approved by majority vote of the Select Board.
 2. All cemetery lot/space pricing and sales (Attachment B), includes the following:
 - a. The lot/space sale price (endowment care included).
 - b. Price for corner markers set in place.
 - c. Fees for handling, service of sale, preparing, and recording the deed with the Shaftsbury Town Clerk.
 - d. Endowment care (perpetual care) is included with ALL sales.
 3. An itemized receipt will be given each buyer of a lot/space at the time of closure of the sale, but no deed will be delivered until space corner markers are installed and in place.
 4. All monies owed for lot/space purchases, fees, or other cemetery-related services must be paid in full before any remains are accepted for burial in such indebted space, or specific service is rendered. All disbursements will be made only by written order of the cemetery authority.

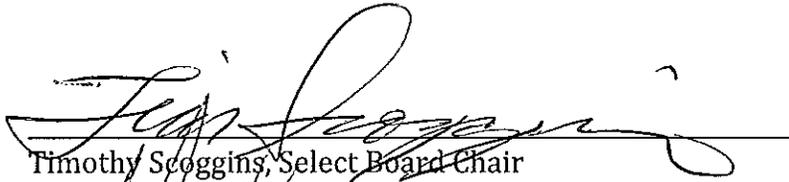
SHAFTSBURY CEMETERY COMMITTEE BY-LAWS
(continued)

5. Shaftsbury cemetery lot/space prices, and prices for cemetery-related services are established, put in to effect, enforced, and subject to change by recommendation of the Cemetery Committee and approval of the Select Board.
6. Interment within Shaftsbury cemeteries is limited to human remains.
7. An outside receptacle, in addition to the burial casket, is required for burials. The receptacle must be fabricated of sufficiently rigid materials so as to resist collapse caused by weight of the earth, moisture, snow, grave markers, and cemetery maintenance equipment. The materials of which such vaults or containers are fabricated will be left to the good sense and sound judgment of the responsible funeral director and other persons of concern.
8. A reward of two hundred fifty dollars (\$250.00) is offered for information leading to the arrest and conviction of any person or persons guilty of damaging any cemetery property.
9. All placements of cemetery memorials and headstones are to be first approved by the Cemetery Superintendent. When the foundation holes are dug the correct depth, being a minimum of three feet, the Cemetery Superintendent will issue final approval prior to filling with cement (Note: for the installation of a monument over three feet, the base will be four feet). As a result of the time required by the Cemetery Superintendent, a \$20.00 fee will be charged.
10. Grave space dimensions will be 4 ½ feet x 9 feet.
11. Winter burials between November 1st and April 1st are permitted within these limitations:
 - a. Any additional expense of snow removal, clearing driveways and walkways, or thawing ground required for burial, is the responsibility of the deceased's family.
 - b. Winter burials during inclement weather are at the discretion of the Cemetery Superintendent.
12. All cemetery activity, other than visits or placement of decorations, must first be cleared and approved by the Cemetery Superintendent.
13. Lot/space owners are responsible for removal of decorations such as flowers, wreaths, flags, etc... once they are tattered, frayed, or in disrepair.
14. All vehicles must stay within designated roadways. No equipment of any kind associated with grave opening or closing will be permitted in the vicinity, or in view, while any burial or memorial service is in progress.
15. Burial of cremated remains requires purchase of a regular grave site space. A grave site may contain the ashes of up to four human remains.

SHAFTSBURY CEMETERY COMMITTEE BY-LAWS
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16. No space will be resold except to the Town of Shaftsbury at the rate it was originally purchased, less fees.
17. Artificial flowers are prohibited. Only live plants, hanging baskets, annuals or perennials are allowed.
18. Bordering and/or fencing of grave sites is prohibited. Only corner stones are allowed.

THESE BY-LAWS, INCLUDING ATTACHMENTS "A" LIST OF CEMETERIES AND "B" CEMETERY BURIAL RATES ARE HEREBY APPROVED BY TOWN OF SHAFTSBURY SELECT BOARD:


Timothy Scoggins, Select Board Chair


Mitchell Race, Select Board Member


Arthur Whitman, Select Board Member

Kenneth Harrington, Select Board Member

Anthony Krulikowski, Select Board Member


Judith Stratton
Attest, Town Clerk, Town of Shaftsbury

DATED: , 2015

► A copy of these By-Laws will be issued to each purchaser of a space. The purchaser will have the responsibility of reading and adhering to all elements of these By-Laws.

2 Attachments: **A List of Cemeteries**
 B Cemetery Rates

cc: **Select Board Chair and All Members Listed Above.**
 Kenneth Coonradt, Shaftsbury Cemeteries Superintendent

SHAFTSBURY CEMETERY COMMITTEE BY-LAWS

ATTACHMENT A
LIST OF CEMETERIES

SHAFTSBURY CEMETERIES

SHAFTSBURY	Bennington County	Burials	No. Graves	Remarks
First	Last	Used?	No.	Remarks
1 Little Rhode Island	1792	1890	No	50 Good-restored 1977 with VOCA help, also called Matteson
2 Spencer (Peleg & Adria)	?	?	No	2 Fair-lying flat between 4 marble obelisks
3 Maple Hill	1778		Yes	300 Good-many stones stained by rubbers
4 Stanley	1825	1874	No	12 Fair-some brush
5 Josiah Fuller	1796	1828	No	8 Fair-one broken
6 Aylesworth	1818	1820	No	3 Fair-mowed
7 Shaftsbury Hollow	1800	1934	No	60 Fair-some down, brush
8 Fuller	1796	1828	No	6+ Abandoned
9 Shaftsbury Center	1765		Yes	500+ Good-many Zerubabel Collins stones; he is also buried here
10 Millington <i>Westerham</i>	1813	1823	No	6 Abandoned-can no longer be found <i>yes in 2008</i>
11 Miles	1825	1855	No	12-20 Fair-leaning, down, brush
12 Waite	1825		Yes	300 Good
13 Wheeler (Elias)	1777	1777	No	1 Abandoned-can no longer be found
14 Elwell	1795	1887	No	19 Fair-needs trees cut
15 Village-South Shaftsbury	1787		YES	300+ Good
16 Grandview	1767		Yes	500+ Good
17 Williams	1780	1981	No	2 Good - <i>Maintained by W. DeW. Joseph & R. The Williams are buried here.</i>

- Location:
- 1 Take Depot Road off Rt. 7A, then take 4th road to right to its end; cemetery is on left about 1/4 mile up path.
 - 2 East side of Rt. 7A about 1/4 mile north of Depot Road junction
 - 3 East side of East Road just south of junction with Potter-Montgomery Road
 - 4 In a field on west side of Old Coach Road north of "Circle N Farm" house
 - 5 North side of White Creek Road on west side of Wally Meade's house, on a corner
 - 6 In a field on west side of road just north of Bouplon Corner
 - 7 First road to the right north of Bouplon Corner, on a hill to the right
 - 8 South of Bouplon Corner, in a field on a hill to the west
 - 9 East side of Rt. 7 adjacent to Shaftsbury Historical Society's restored meeting house
 - 10 On a hillside south of Bouplon Corner; can no longer be found
 - 11 North side of Myers Road, behind barn at Bishop's "High Wind Farm"
 - 12 On Waite Cemetery Road off East Road, just north of Holy Smoke Road
 - 13 South side of Myers Road west of the junction of Bennett Hill Road
 - 14 East side of East Road just north of junction of Lower East Road, through a field on top of a gravel pit and not visible from the road
 - 15 South Shaftsbury on west side of Rt. 7A at corner of Cleveland Ave.
 - 16 East of Upper Main Street at junction of Lamb Road
 - 17 *on knoll in field on corner of Hadesus farm, 500 feet west of Bennett Hill Road.*

VOCA and Bennington Museum have copies of Gravestonè Records of Shaftsbury by Levi Henry Elwell, 1910 updated to 1982.
VOCA also has pictures of most of the cemeteries by Lynne Cassano.

SHAFTSBURY CEMETERY COMMITTEE BY-LAWS

ATTACHMENT B
SHAFTSBURY TOWN CEMETERY BURIAL RATES
Effective 6 July 2015

SALE COST PER BURIAL SPACE PER BY-LAWS:

Price per Grave space (4 ½ feet x 9 feet) Casket Burial. \$500.00
(Space \$300.00 + Perpetual Care \$200.00)

Price per Grave space (4 ½ feet x 9 feet) Cremation Burial (Limit 4 Urns) \$500.00
(Space \$300.00 + Perpetual Care \$200.00)

ADMINISTRATIVE BURIAL FEE: \$100.00

CORNER MARKERS: Required for each space sale; charge includes placement of \$150.00
markers by the Cemetery Superintendent.

SERVICE FEE: Deed preparation and handling. \$ 25.00

SERVICE FEE (OTHER): Service specific costs. TBD

NOTES:

(A) Rates remain the same for all Shaftsbury Town cemeteries.

(B) Maximum Size of a Lot is 8 burial spaces.

(C) All burial space sales monies should be paid by check and made payable to: Town of Shaftsbury Cemetery Account.

(D) Refer to "Cemetery Regulations and Policies" for deed delivery, provisions, and burial requirements.