

Works should be informed when a foundation is to be installed so as to allow an inspection for compliance.

The allowable size of a monument is governed by a somewhat complex formula related to the ratio of the monument's face area to the total area of the lot. All monuments must be at least six inches in thickness, except those of slate which may be as thin as two inches. Markers—monuments flush with the ground—must be no larger than four square feet and at least four inches thick. A lot (which can consist of several graves) may only have one upright monument, but it may have flush markers equal to the number of graves in the lot. Local monument makers are familiar with the size criteria; also, you should consult with the Department of Public Works. Remember that a plan must be submitted prior to installation and the wisest course would be to make certain that Jaffrey's size criteria have been met prior to placing an order for a monument.

In trying to decide on an appropriate monument, lot holders are advised to look at the existing monuments that are situated nearby. Choosing a monument that fits in with its neighbors in terms of size, material, color and style often leads to the most pleasing result.

Guidance for Purchasers

Lots are available for purchase in Conant, Phillips-Heil and Cutter Extension cemeteries. Although burials are still occurring in the Old Burying Ground, Cutter and the Phillips portion of Phillips-Heil cemeteries, there are no lots available for sale in these cemeteries. Lots are not available and burials have ceased in Village Cemetery. Costs and fees change from time to time and are published in an Addendum to the *Rules and Regulations*. Inquire at the Town Office or the Department of Public Works or visit <http://town.jaffrey.nh.us>. In 2006, a single grave lot is \$350, a double grave lot, \$700 and a four grave lot, \$1,400.

Those wishing to purchase the right of interment in a public Jaffrey cemetery should read the *Guidance for Visitors* and *Guidance for Lot Holders* sections above as the information included will be of interest and may affect purchase decisions.

The Department of Public Works will assist those interested in purchasing a lot by discussing the available options and explaining the *Rules and Regulations* and the process of purchase.

In order to avoid haphazard development which can complicate maintenance and may leave a disordered appearance, lots are sold in a sequence. In other words, one area will be available for purchase until it is nearly fully sold-out before an adjoining area is opened for sale. The sequence does not have to be precise; that is, the next lot sold does not have to be adjacent to the one sold immediately before. Lots are available as one-grave lots, two-grave lots and four-grave lots. This being the case, there is usually an attempt whenever possible to group lots of the same size, particularly single grave lots.

Once a selection has been made, the purchaser remits the required fee to the Department of Public Works. The Department, in turn, issues to the purchaser a Deed, the purpose of which is to grant to the lot holder, his or her family and heirs, and to any other specified individuals, the right to be buried in a specific lot. At the time of purchase the Department will provide a copy of the *Rules and Regulations* to the purchaser who will be asked to sign a receipt to document that the *Rules and Regulation* have been received. This is to protect the Town and the lot holder alike.

Perpetual care is included in the price of all lots. This means that the purchase price is held in trust by the Trustees of Trust Funds, the income from which is devoted to the upkeep and maintenance of the cemetery. ☺

Those wishing to know more about Jaffrey's public cemeteries, details on lot purchases and costs and the governing *Cemetery Rules and Regulations*, should contact the Department of Public Works, 23 Knight Street, Jaffrey, NH 03452. *Tel:* 603-532-6521.

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A Guide to the public Cemeteries of Jaffrey

This Guide contains information for those who are visiting a Jaffrey cemetery or who own a lot in one or are interested in purchasing one.

Prepared by the Jaffrey Cemetery Committee and the Jaffrey Department of Public Works and issued by the Town of Jaffrey.

Jaffrey's Cemeteries

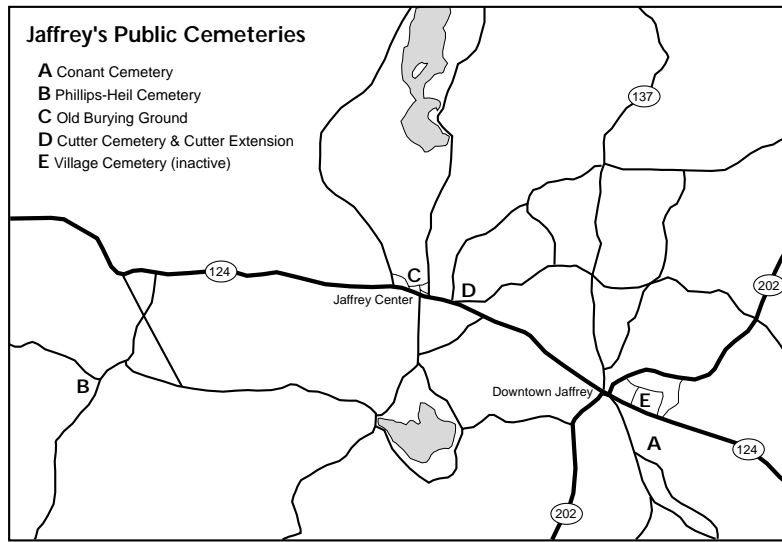
Jaffrey has five publicly owned cemeteries. The largest is CONANT CEMETERY, which is entered from Stratton Road. Lots are available for purchase at Conant and also at PHILLIPS-HEIL, off of Fitzwilliam Road. The OLD BURYING GROUND, behind the Meetinghouse, and CUTTER CEMETERY, on Harkness Road are still active but lot sales have ceased. (The newly acquired extension to Cutter should be open for lot purchases sometime in 2006.) The VILLAGE CEMETERY, off of Turnpike Road, is no longer accepting burials and lot sales have ceased.

[Note: *This guide was developed to highlight for visitors, present lot holders and potential lot purchasers, some of the relevant CEMETERY RULES & REGULATIONS of the Town of Jaffrey. These are quite lengthy; for those interested, they may be consulted at the Town Offices or viewed on the Town's website at <http://town.jaffrey.nh.us>*

Guidance for Visitors

Jaffrey's public cemeteries are open for visiting between 7 a.m. and sunset daily. They are closed to vehicular traffic between November 15 and April 15. Because of the closeness of headstones, visitors are discouraged from bringing their vehicles into the Old Burying Ground. In any cemetery, care should always be exercised when entering in a vehicle.

Cemeteries are places of repose and their nature and purpose demand respect from those visiting them. Most will understand and appreciate the



need for appropriate conduct. Among the prohibitions included in the *Rules & Regulations* are the following: PLEASE . . . Use only the roadways when driving in a cemetery; no off-road vehicles or snowmobiles; no pets. Gathering of flowers or plants; the sitting on, defacing, or damaging of monuments or headstones; gravestone rubbing; picnicking; littering—all are prohibited.

Only natural flowers and plant materials should be placed on or near graves; plastic or artificial flowers are not allowed, neither are unsightly containers such as tin cans. Ornaments, statuary, fencing, shells, stuffed animals and similar decorations are not permitted. Anything that might pose a hazard to those maintaining the cemetery is not permitted.

The Department of Public Works—which oversees the administration and maintenance of the Town's cemeteries—is authorized to remove unacceptable materials at any time. At least once a year, after the end of October, the Department, working with the Cemetery Committee, will inspect each cemetery and remove all unauthorized material. Also, any articles placed on graves in recognition of Memorial Day (last Monday in May) should be removed no later than mid-June. Nonperishable items removed from gravesites by the Town will be held for retrieval until the end of the calendar year.

Guidance for Lot Holders

Lot holders are those who hold deeds issued by the Town which grant the right of burial in a specific lot in one of Jaffrey's four active public cemeteries. The actual ownership of the land, however, rests with the Town.

The *Guidance for Visitors* appearing above also applies to those who are lot holders.

As a start, a definition or two: A grave is a space of sufficient size to accept one full earth burial or up to four cremation burials. A lot is a numbered division within the cemetery that consists of one or more graves. Interment means the burying of human remains (full earth burial) or ashes (cremains). A monument is a headstone, gravestone, tombstone, marker, etc., that is flush with the ground or extends above the surface.

In order for an interment to take place, a lot needs to be purchased, a deed issued and all fees paid. Detailed written instructions from the lot holder or a funeral director must be submitted to the Department of Public Works prior to any interment. All coffins or urns—for either full earth burial or cremated remains—must be enclosed in concrete vaults.

All interments must proceed under the supervision of a funeral director or the Town of Jaffrey (i.e. lot holders cannot undertake interments on their own). A full grave typically measures 3-1/2 by 12 feet (some older graves may be larger). Lots specifically reserved for cremation burials are half this size, 3-1/2 by 6 feet. Cremains, however, may be interred in any grave.

There are fees charged by the Town for interments and disinterments. These vary depending on the day of the week and whether the burial is full earth or cremains. These fees, which are meant to cover the cost of opening and closing a grave, reseeding the ground and record keeping, may be obtained from the Department of Public Works.

Lot holders may for a variety of reasons wish to sell or transfer their lots. There is no prohibition against this but if the transfer is to a third party it must be recorded by the Town for which there is a modest charge. If a lot is transferred back to the Town, the lot holder will receive back the same

amount of money as originally paid, and no transfer fee is charged.

It is the responsibility of lot holders to notify the Department of Public Works of any change of mailing address.

Lot holders need to receive permission from the Department of Public Works before any changes are made to a lot. This would include the opening or closing of graves, of course; but some changes are expressly forbidden: planting of trees, shrubs or hedges, installing fencing, edging or curbing, covering areas with shells, crushed stone or other materials, setting up statuary, metal objects and the like.

The care of lots and the common areas and roadways of Jaffrey's public cemeteries is the responsibility of the Town. Grass cutting and leaf raking and the occasional tree removal are the chief maintenance activities. Lot holders are encouraged to keep their gravesites tidy and presentable. This might include removing stains, lichen and similar things from the monuments on their lots. (In doing this, it is always wise to use the gentlest means first, such as plain water and a soft bristle brush.)

At the time a lot holder decides to purchase a monument or arrange for its installation, it is important to know that there are procedures to follow and various guidelines to keep in mind. Before any monument is installed, a scaled plan showing the design and any inscriptions and including dimensions and the materials to be employed *must* be submitted for approval to the Department of Public Works. (Such a plan would typically be produced as a matter of course by any monument dealer so its submission should pose no hardship or extra cost to the lot holder.)

Among the criteria that need to be met in designing a monument are: All monuments must be made of natural stone. All lettering must be handcarved, sandblasted or bronze, and if plaques are employed, only bronze may be used. Concrete foundations are required for all monuments including markers (monuments that are flat and flush with the ground). Foundations need to be a minimum of four feet in depth except for markers and for slate monuments which need a minimum of two feet. Typically, foundations are installed by the monument dealer. The Department of Public