



RULES AND REGULATIONS OF THE NEWPORT CEMETERY DEPARTMENT

Adopted January 15, 2007
By the Newport Board of Selectmen

**RULES AND REGULATIONS
OF THE
NEWPORT CEMETERY DEPARTMENT**

1. The word “Department” shall mean the Newport Cemetery Department as represented by the Town Manager or Selectmen.
2. The word “Superintendent” shall mean the Newport Cemetery Superintendent or his/her designated representative.
3. The word “Cemetery” shall mean any Town-owned and maintained cemetery.
4. “Cemetery Lot” shall mean any plot of ground within any section of any Town cemetery containing one or more full-size spaces.

Rules and Regulations

1. GENERAL

The Board of Selectmen may, and hereby expressly reserve the right to adjust new Rules and Regulations, or to amend or repeal any section, paragraph, or sentence in this ordinance. If any section, paragraph or sentence is hereafter declared illegal or void for any reason, it shall not affect the remainder of this ordinance.

The Superintendent shall have charge of the grounds and buildings and, at all times, have control and supervision of all traffic and department employees.

The Superintendent is hereby empowered to enforce all Rules and Regulations and to exclude from the cemeteries any person violating same.

To protect and promote the best interests of the cemeteries, the Superintendent is authorized to make additional temporary rules which may be needed from time to time to meet emergencies which are not covered by these Rules and Regulations.

2. PURCHASE OF LOTS

No lot will be sold or used for any purpose other than the burial of human remains and the placing of appropriate memorials.

The purchase of a lot shall be by execution of a purchase contract upon forms furnished by the Town describing the lot and stating the purchase price, amount paid and terms for payment or the balance, if any. When the lot is paid for in full, a Certificate of Title for cemetery purposes only shall be issued to the purchaser along with a copy of the Rules and Regulations of the Newport Cemetery Department.

Costs of lots are established by the Board of Selectmen in accordance with currently established rates as listed in Appendix A.

3. **MONUMENTS OR HEADSTONES**

All monuments or headstones shall be set on a concrete foundation, flush with the ground, the same size as the monument base, and shall be made of granite, marble, bronze or fieldstone. All monuments must be approved by the Superintendent.

No monument or headstone shall be placed on any lot not fully paid for.

4. **DECORATIONS**

All articles placed on graves shall be within 18" from the front of the monument. Reference attached drawing for article placement with markers.

Copings, fences, curbs, shrubbery or flowers planted in the ground are prohibited. Enclosures established on any lot previous to the adoption of these regulations which have, in the judgement of the Superintendent, become unsightly be reason of neglect or shall be removed.

No elevated mounds shall be built over graves and no lot shall be filled above the grade established by the Town.

Receptacles for cut flowers will be permitted if movable or installed flush with the surface of the ground. The use of glass jars or bottles as receptacles is strictly prohibited.

Summer decorations may be maintained on graves from April 1st to October 31st.

Moveable benches shall be removed by the end of October.

Winter decorations may be maintained on graves from November 1st to March 31st. All winter articles are to be placed on the side or top of monuments.

The Superintendent shall have the authority to remove all moveable benches, other moveable objects, floral designs and flowers from the cemetery as soon as, in the judgement of the Superintendent, they become unsightly.

The Superintendent shall not be liable for moveable benches or other moveable objects. The Superintendent shall not be liable for floral pieces, baskets, frames, containers in which, or to which, such floral pieces are attached, beyond acceptance of such floral pieces for funeral services held in the cemetery.

5. **INTERMENTS/DISINTERMENT'S**

Besides being subject to these Rules and Regulations, all interments, disinterment's and removals are made subject to the laws and orders of the properly constituted authorities of the Town, County and State.

All charges for interment, disinterment or removal shall be in accordance with currently established rates fixed by the Board of Selectmen as listed in Appendix A.

The Superintendent reserves the right to insist upon at least 24 hours' notice prior to any interment and at least one week's notice prior to any disinterment and at least one week's notice prior to any disinterment or removal. The Superintendent further reserves the right to refuse interment in any lot or to open any burial space for any purpose except on written application by the lot owner or owner of record.

The Superintendent will be provided precise and proper instructions as to the particular space, size and location in a lot where interment, disinterment or removal is desired. When such instructions cannot be obtained, or are indefinite, or when, for any reason, the interment space cannot be opened when specified, the Superintendent may, at his discretion, open it in such location in the lot as he deems best and proper so as not to delay the funeral. All attempts will be made to coordinate such action with the funeral director involved, and the Town and/or Superintendent will not be held liable for damages for any error so made.

The Superintendent shall in no way be liable for any delay in the interment of a body where a protest to the interment has been made, or when these Rules and regulations have not been complied with; and further, said Superintendent reserves the right under such circumstances to place the body in the receiving vault until full rights have been determined. Further, the Superintendent shall not be liable for the interment permit.

The Superintendent shall be under no duty to recognize any protests of interment unless they be in writing and filed with the Department.

Every earth interment in the Town cemeteries, existing or established in the future, shall be made enclosed in an outer container or receptacle of concrete, metal of 12-gauge or greater thickness or cement liner. Containers for infant interments may be constructed of fiberglass.

Artificial grass, lowering devices and other equipment owned by the town shall be used in making interments, disinterments and removal.

6. FINANCIAL RESPONSIBILITY FOR PROPERTY DAMAGE

The Superintendent will be responsible for all work accomplished by the Department and will ensure such work is performed in a professional manner. The Town will be responsible for damage to lots and objects thereon which results from official work accomplished by the Department. The Town will not be financially responsible for any other damage to lots and objects thereon or for flowers or articles removed from any lot or grave.

7. TRAFFIC REGULATIONS

All traffic ordinances of the Town of Newport that are applicable to operation of vehicles shall be strictly observed. A person driving in a cemetery shall be responsible for any damage done by the vehicle.

No vehicles shall be allowed to park in any cemetery after sunset or to violate the sanctity of the cemeteries.

Bicycle, snowmobile or ATV riding in cemeteries is prohibited.

8. CONDUCT IN CEMETERIES

While within the confines of the cemeteries, all persons will conduct themselves in a manner appropriate with the sanctity of the cemeteries.

The following actions are specifically prohibited:

1. Entering a cemetery except through established gates.
2. Depositing rubbish or debris on cemetery ground except in receptacles provided.
3. Picking or mutilating any flowers or plants on any lot.
4. Consuming refreshments or alcoholic beverages in any cemetery.
5. Using any cemetery for parking purposes, picnics, lounging or playing on monuments.

6. Using any form of advertising on cemetery premises.
7. Carrying or discharging firearms in or adjacent to any cemetery, with the exception of authorized volleys rendered at military burial services.
8. No pets are permitted in the cemeteries.

TOWN OF NEWPORT
Cemetery Fee Rates
Effective 7/1/16

GRAVE LOTS:

Main Cemetery (HEADSTONES ALLOWED)	
Full-Size Lot (1 Burial & 2 Cremations)	
Resident	350.00
Non-Resident	600.00
Main Cemetery Cremation Lot (Up to 4 Cremations)	
Resident	350.00
Non-Resident	600.00
Cremation Section (FLAT STONES ONLY):	
Cremation Lot (Up to 6 Cremations)	
Resident	250.00
Non-Resident	500.00

INTERMENTS:

Full Size	
Summer:	
Weekday	450.00
Weekend	600.00
Winter:	
Weekday	650.00
Weekend	800.00
Cremations & Infants:	
Summer:	
Weekday	250.00
Weekend	350.00
Winter:	
Weekday	400.00
Weekend	500.00

DISINTERMENTS (April 1st – October 31st):

Full-Size	1,000.00
Cremation & Infant	500.00

**ARTICLE PLACEMENT
FOR
GRAVES WITH MARKERS**

**By:
Public Works Department
November, 2006**

SINGLE-GRAVE LOT

