

Rules and Regulations for Warwick Cemetery 1969

All legal residents of the town are entitled to a burial in the Cemetery with no charge to be made for the lot or grave. However the location of the grave must be left to the discretion of the Cemetery Commissioners unless previous arrangements have been made by the Board of Cemetery Commissioners.

It is to be understood that while no charge is made for a grave or lot it is expected that a sum of money be paid for perpetual care of same.

Graves or lots can not be reserved prior to a burial unless a payment is made to the town to provide a fund established in a bank the interest of which can be drawn at the direction of the Commissioners for the perpetual care of the lot or grave. This payment is made to insure good faith on the part of the person or persons reserving said lot [or] grave. However the payment will be returned to the donor if at any time the lot or grave is returned to the town.

The fee for perpetual care for a single grave will be \$25.00 and for lot as presently surveyed will be \$100.00 or more if one so desires. These fees when paid will guarantee perpetual care and no additional charge or increase will be made thereafter.

Perpetual care will consist of cutting the grass and maintaining the lot or grave in the condition prevailing when excepted for perpetual care. Work done thereafter such as reseeding or any major operation [end of page]

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will be charged for according to a mutual agreement between the parties concerned and the Commissioners.

The location of monuments or memorials must be made by the Cemetery Commissioners. Headstones are to have there upper surface at the level of the surrounding ground. No urns or similar memorials shall be placed on the grave or lot. Shrubs and other perennial flowers etc., can only be planted with the approval of the Cemetery Commissioners.

Cut flowers and [artificial] flowers can be removed by the Cemetery custodian when in his opinion they are unsightly.

Persons who in the past have been [allotted] a lot in the Cemetery when they were legal residents of the town but who have removed from town and no longer have a legal resident in Warwick and have not had any burials on the lot will no longer be considered to have any claim to said lot unless they have made a deposit of at least \$100.00 for perpetual care, to guarantee their present claim. Such deposit must be made within one year from allotment of lot.

Opening of graves for the burial of bodies will be for the fee of \$50.00.

Burial of urns of ashes for the fee of \$7.00.

The Commissioners reserve the right to increase the fees as established when increased costs [end of page]

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require such action.

The above Rules and Regulations were written up, in the main, by Charles Morse.

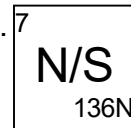
The first part of January 1969 a meeting was held at the home of Arthur Francis for the purpose of drawing up and establishing a set code of rules and regulations for the Cemetery. The three Cemetery Commissioners, George Shepardson, Gunnar Thoren and Arthur Francis, Howard Anderson, who had been a Cemetery Commissioner for several years, and Charles Morse who would be a Commissioner after Town Meeting in March when Arthur Francis retires were at the meeting. We feel the above Rules and Regulations will be of help to those in care of the Cemetery in future years. Of course they would be subject to changes if so desired.

George D. Shepardson
Gunnar Thoren
J. Arthur Francis

Transcribed from a scanned copy of the handwritten original March 10, 2010 by Carol N. Coan. With the exception of minor spelling corrections, indicated by square brackets, all contents are as close to the original as possible.

Warwick Cemetery Rules

In accordance with the "Rules and Regulations For Warwick Cemetery" dated February 28, 1969, the Town of Warwick does not sell cemetery lots. All assigned lots are for the exclusive use of those assigned to it by the Cemetery Commission but the actual real property interest in the lot or grave site remains with the Town of Warwick. The deposit of funds to the perpetual care fund assures the continued general maintenance and upkeep of the lot. Perpetual care consists of cutting the grass and maintaining the lot or grave in the condition prevailing when accepted. Work done thereafter such as reseeding or any major operation will be charged for according to a mutual agreement between the parties concerned and the cemetery commission. More recent commission votes call for the installation of approved permanent corner markers for the lot to be installed at the assignee's cost within two months of lot assignment. The markers need to include the section and lot number as well as the initial(s) of the assignee's last name as shown to the right.



At Annual Town Meeting, held in Warwick, May 1, 2006, the following article was voted:

ARTICLE 27: Voted to accept the following rules for cemeteries under the control of the Cemetery Commission:

- Vehicles must be kept on the roadways at all times.
- All monuments should be treated with respect. Avoid touching any monument owned by others.
- Pets or domestic animals should not be brought into the cemetery.
- All planting materials, containers, or other debris must be removed from the premises.
- All faded or deteriorated plantings or decorations must be removed from the premises.
- Dumping of any items within the cemetery or its surroundings is prohibited.
- Loitering or any non-cemetery related activity is strictly prohibited.
- Grounds are closed after dark.

The following activities need prior approval from the Cemetery Commission:

- Any commercial photography or other commercial use of the cemetery
- Placement, cleaning, or any modification of any gravestone
- Planting or major pruning of shrubs or perennials

The Cemetery Commission reserves the right to remove any plantings or decorations as deemed necessary.

Your respect of the premises and cooperation with the above rules is deeply appreciated.

Sincerely,

James J. Toth
Cemetery Commissioner

Rules for natural (green) burial approved by the Warwick Cemetery Commission on April 23, 2011

1. The Warwick Cemetery Rules and Regulations, as proposed in January, 1969, by to natural/green burials as well as conventional burials. These rules from then-commissioners George D. Shepardson, Gunnar Thoren, and J. Arthur Francis apply subject to such amendments as the incumbent commissioners may in future determine.
2. The body of the deceased is to be prepared in an environmentally friendly way; embalming is not permitted. Any clothing or shroud used to cover the body is to be readily biodegradable. Non-degradable objects may not be buried with the body.
3. The body may be brought to the cemetery by an undertaker, or by family and friends of the deceased. A board and straps may be used to lower the body into the grave.
4. The deceased's family and friends may participate in preparation of the grave and in the burial of the body to the extent they desire, subject to approval by the burial agent.
5. Burial in a casket is not required. However, if one is used, it must be made of biodegradable material such as pine or cardboard.
6. Burial depth will be four feet if a casket is used, two feet if burial is directly in the ground.
7. A stone marker not larger than nine inches by twelve inches, engraved with the deceased's name, and the year of birth and death, may be placed flat to the ground at the foot of the grave.

Warwick Cemetery Commission
Lot Assignment Procedure
By Jim Toth
3/21/2012

Background

The following procedure is what the previous commissions that I have been involved with used. Keep in mind that the current commission members may change these procedures as they see fit.

As per the Cemetery Rules that were written in 1969, the Town of Warwick does not actually sell cemetery lots outright. The use of the lots are assigned by the commission but the actual title for the lot is retained by the Town. The same 1969 rules stated that all current residents of the town are entitled to a burial site at no cost but his site shall be at the sole determination of the commission. Traditionally, if a family or individual wanted to have a lot of their choice assigned, they would need to make a donation to the Cemetery Perpetual Care Fund and a request for a lot and then the commission would assign a lot as they deemed appropriate. Again the same 1969 rules stated that one must be an active resident of the town to receive a lot assignment. Once a lot assignment has been made, the family assigned the lot may so choose to have non-residents buried in the lot.

Procedure

1. Commission annually votes to set prices (suggested donation amount). Currently this is \$150.00 per grave or \$750.00 per lot. Most lots are 12.5' X 18.5' and have room for 5-6 traditional burials and an almost unlimited amount of cremation burials. It has been the intent to set the prices somewhat competitively with surrounding cemeteries while not being so low as to attract burials from outside of town and not being so high as to be gouging residents. We have tried to be fiscally responsible to the town but not being in it to make big money either.
2. Map and record books and database are kept up to date so that the commission knows what lots are still available.
3. Interested party contacts the commission to inquire about getting a lot.
4. Commission assigns task of contacting interested party to one its members.
5. Assigned member contacts interested party and informs them of rules shown above and, if eligible, they are informed of the pricing and availability of the lots. We have recently emphasized to interested parties that we are trying to delay the need for cemetery expansion by assigning only what the family needs such as one or two graves as opposed to a full lot. There are a number of partial lots available in 1-3 grave groupings. It is likely that it will be another 20 years or more before these partial lots are all assigned and that expansion will move to section 8. Note that in recent years more than half of the burials have been cremations. To date, no commission has set aside an area for just cremation burials but it might be a good idea to do so. Since there are many irregular lots along Holden Road and near the pump, these areas might be good places to designate for cremation niches.

6. At some point, the interested party and commission member meet at the cemetery to look at several choices and verify existing burial locations. Based on this information, the interested party then requests a specific site. The commission should ask if the family has specific plans for lot use at this time and that information, if any, should be recorded in the records for future reference.
7. Commission then sends an invoice to the interested party using the format included at the end of this document.
8. When funds are received,
 - a. the commission ratifies the assignment by vote
 - b. a receipt is sent out using the format included at the end of this document
 - c. funds are deposited with the Treasurer for deposit into the Cemetery Perpetual Care Fund (82-5-491-780)
 - d. the assignment is entered in the map, books and database along with any plans for specific use that are known.
 - e. Lot corners are staked by commission for setting of the permanent corners by others
 - f. Commission verifies that permanent corners are set or else reminds assignee as often as needed until the corners are set

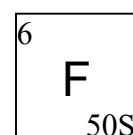
Assignment Invoice Letter Format

Dear XXXXX

We are in receipt of you and your husband's request for assignment of the southerly one grave site of Lot 50 of Section 6. The cost for assignment is \$150 for the gravesite.

Please let this letter serve as an invoice for one hundred and fifty dollars (**\$150.00**) to you from the Town of Warwick Cemetery Commission for the portion of the lot as discussed above. The funds will be deposited in the perpetual care fund. To confirm the above lot assignment, please remit a check in the amount of \$150 payable to the Town of Warwick to the attention of the Warwick Cemetery Commission, 12 Athol Road, Warwick, MA 01378. Upon receipt of the check, we will confirm the lot assignment by letter.

In accordance with the "Rules and Regulations For Warwick Cemetery" dated February 28, 1969, the Town of Warwick does not sell cemetery lots. All assigned lots are for the exclusive use of those assigned to it by the Cemetery Commission but the actual real property interest in the lot or grave site remains with the Town of Warwick. The deposit of funds to the perpetual care fund assures the continued general maintenance and upkeep of the lot. Perpetual care consists of cutting the grass and maintaining the lot or grave in the condition prevailing when accepted. Work done thereafter such as reseeding or any major operation will be charged for according to a mutual agreement between the parties concerned and the cemetery commission. More recent commission votes call for the installation of approved permanent corner markers for the lot to be installed at the assignee's cost within two



months of lot assignment. The markers need to include the section and lot number as well as the initial(s) of the assignee's last name as shown to the right.

For this assignment all four corners of the site will need to be marked where they are now staked.

At Annual Town Meeting, held in Warwick, May 1, 2006, the following article was voted:

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- All planting materials, containers, or other debris must be removed from the premises.
- All faded or deteriorated plantings or decorations must be removed from the premises.
- Dumping of any items within the cemetery or its surroundings is prohibited.
- Loitering or any non-cemetery related activity is strictly prohibited.
- Grounds are closed after dark.

The following activities need prior approval from the Cemetery Commission:

- Any commercial photography or other commercial use of the cemetery
- Placement, cleaning, or any modification of any gravestone
- Planting or major pruning of shrubs or perennials

The Cemetery Commission reserves the right to remove any plantings or decorations as deemed necessary.

Your respect of the premises and cooperation with the above rules is deeply appreciated.

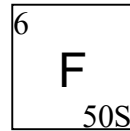
Assignment Receipt Letter Format

Dear XXXXX

This letter serves as receipt of One Hundred and Fifty Dollars (\$150.00) from you to the Town of Warwick Cemetery Commission. The funds are for the for assignment of the southerly one grave site of Lot 50 of Section 6 of the Warwick Center Cemetery.

In accordance with the "Rules and Regulations For Warwick Cemetery" dated February 28, 1969, the Town of Warwick does not sell cemetery lots. All assigned lots are for the exclusive use of those assigned to it by the Cemetery Commission but the actual real property interest in the lot or grave site remains with the Town of Warwick. The deposit of funds to the perpetual care fund assures the continued general maintenance and upkeep of the lot. Perpetual care consists of cutting the grass and maintaining the lot or grave in the condition prevailing when accepted. Work done thereafter such as reseeding or any major operation will be charged for according to a mutual agreement between the parties concerned and the cemetery commission.

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It is our understanding that you wish to have a traditional burial with your gravesite being closest to the tree. You also noted that if your daughter was to be buried in the lot it would be a traditional burial immediately north of yours and your husband would be cremated and buried north of your daughter. You also stated that it was your family's intent to give the north half of the lot to your husband's parents. While the lot has space for four traditional burials, cremation burials are limited only by the space needed for the memorial stones. Of course any future changes by the family will be respected by the commission.

Veteran's Memorial Plaque
Acquisition Procedure

1. Family and/or funeral director fills in VA Form 40-1330 available on-line at http://www.cem.va.gov/cem/hm_hm.asp and <http://www.va.gov/vaforms/va/pdf/VA40-1330.pdf> and sends completed form directly to VA in Washington or to local veterans agent, Leo Parent at 413-863-3205.
 - a. Block 19 should be the monument company
 - b. Block 21 is Warwick Center Cemetery, Orange Road, Warwick, MA 01378
 - c. Blocks 24-26 need to be completed by one of the commissioners
2. Family should make arrangements with commission as to location of the plaque.
3. Family should make arrangements with monument company to receive plaque from VA to make base and set plaque.
4. Monument company receives plaque, checks information on plaque for accuracy, verifies location to be set with commission, makes base, and set monument.

The above should be our entire involvement in the process. However, things do not always go as planned. In the past we have received the plaque directly from the VA, wrong information has been placed on plaque, and the application form has been lost.

Charlie Brown 978-544-3355 has been coordinating getting and placement of the veteran's flag stands. He advises that there is a cost for these and that the funeral director should incorporate said cost into package and coordinate with Charlie.