
TOWN OF HOLLIS, NEW HAMPSHIRE

CEMETERY RULES



Amended

January 1, 2010

January 21, 2010

March 18, 2010

March 17, 2011

July 16, 2012

September 24, 2012

July 17, 2014

August 8, 2015



Hollis Cemetery Trustees
7 Monument Square
Hollis, New Hampshire 03049
Tel. 465-2209 Fax 465-3701

Cemetery Rules

I. Authority

1. The following rules have been established by the Hollis Cemetery Trustees (henceforth referred to as the Trustees,) in accordance with Cemetery Bylaws and NH RSAs 289 and 290, and are subject to change at any time.
2. The Director of Public Works, or his/her designee, is empowered and authorized by the Trustees to enforce these rules. Henceforth, whenever the Director of Public Works is referred to in this document, it shall also include his/her designee.

II. General

1. The cemeteries shall be closed to visitors from dusk until dawn. These hours are to be posted at the entrance to each cemetery, and are subject to police enforcement. Unauthorized visitation during these hours shall be considered trespass.
2. Any person(s) disturbing the quiet and good order of a cemetery by noise, fast driving, being intoxicated, trespass or other improper or disrespectful conduct, or who violate(s) any of the rules, shall be compelled to leave the grounds at once, and such person(s) shall be dealt with as provided by law.
3. Any vehicle not involved in cemetery operations shall not be ridden or driven in any part of the cemeteries except upon avenues or roadways. All funeral processions while within the grounds will be subject to the direction of the Director of Public Works.
4. Firearms shall not be discharged in any cemetery, except for salutes at military funerals.
5. The use of any device or means for the purpose of detecting the presence of "paranormal" forces, events, etc. is expressly forbidden.
6. No alcoholic beverages shall be consumed on cemetery grounds pursuant to Town Ordinance.
7. Unless written authorization has been granted in accordance with NH RSA 635:6, it is a felony to purposely or knowingly destroy, mutilate, injure or remove any tomb, monument, gravestone, marker or other structure, or any fragment or portion thereof, that has been placed as a memorial to the dead. It is also a felony to possess, sell, offer for sale, transfer or dispose of any such object that has been placed as a memorial to the dead.
8. All work done in any cemetery will be subject to the supervision and/or approval of the Trustees.
9. All approvals of special requests shall be valid for a two-year period from the date of approval. If the approved work has not been completed within the two-year period, the approval shall be considered void.

III. Cemetery Lots

1. For the purposes of these Rules, the words "burial space" shall refer to the area designated for the interment of human remains within a lot, within a cemetery. A lot may contain one or more burial spaces until lot capacity has been reached. (See below)
2. No cemetery lot may be used for any purpose other than the burial of human remains.
3. Lot capacity: each single lot shall be permitted the following burial space(s), where topography and existing burials allow.
 - a. 1 (one) full burial, or
 - b. 2 (two) infant burials, or
 - c. 4 (four) sets of cremated remains, or

- d. 3 (three) set of cremated remains over 1 (one) full burial, or
 - e. 3 (three) sets of cremated remains over 1 (one) infant burial
4. Any lot purchased prior to January 1, 2010 shall be held by deed in the owner's name. After January 1, 2010, a qualified individual may purchase a RIGHT TO INTER, granting the Holder ("owner") the right to inter human remains within the boundaries of a selected lot or lots, and the right to designate who may be interred within said lot(s), until lot capacity is met. In all instances, ownership of a lot is governed by NH RSA 290:24, and each lot is subject to the most recent version of Cemetery Rules. No other rights are granted except as explicitly stated in said Rules.
 5. Only current or former residents of Hollis, New Hampshire are qualified to purchase a Right to Inter within town-owned cemeteries.
 6. No more than 1 (one) Right to Inter shall be sold to any qualified individual without the written permission of the Cemetery Trustees. A Right to Inter shall be limited to 4 (four) lots.
 7. All lots shall measure 4' (four feet) by 10' (ten feet), excepting those within the double-lot Monument section of the East Cemetery, which measure 8' (eight feet) by 12' (twelve feet).
 8. The purchase of a Right to Inter includes the cost of General Care, which shall be 50% of the total purchase fee. General Care funds shall be used for general cemetery purposes including capital improvement, special projects and new/expanded municipal cemeteries.
 9. Payment for any Right to Inter shall be made at the time of purchase. Checks are to be made payable to the TOWN OF HOLLIS.
 10. Any legal owner of a Right to Inter (or of a deeded lot) may transfer that Right to any other person who is qualified to purchase a Right to Inter or deed, according to the Rules then current. Prior to any such transfer, the owner, or owner's legal representative, must make a written request to the Trustees for the issuance of a new document, identifying the assignee of the Right to Inter or deed. The old document shall be surrendered to the Trustees in exchange for the new document.
 11. Monuments and markers are to be installed as permitted and specified in **V. Monuments**.

IV. Burials

1. The Cemetery Secretary/Director of Public Works must be notified at least 48 hours prior to any burial or disinterment.
2. There shall be no burials on Sunday or any day observed as a Holiday by the Town of Hollis.
3. Burials are permitted from April 1 to November 30, during the normal daytime hours of operation of the Hollis Department of Public Works.
4. During the winter months of December through March, permission to inter may be requested of the Trustees. These requests will be considered by the Trustees and the Director of Public Works. Every available effort will be made to accommodate the request, subject to weather conditions, the ability to locate and open graves, and the availability of manpower and equipment to perform the necessary tasks. A separate fee schedule shall apply.
5. Prior to any burial, proof of ownership of a burial space is required, (either a Right to Inter or a deed to the lot) in accordance with NH RSA 290:24. Further, no burial shall take place without an order from the legal owner of the lot or of the Right to Inter, or his/her legal representative. Once ownership has been satisfactorily determined, the Director of Public Works shall be furnished with an interment work order from the Cemetery Secretary, or from the Chair.
6. All burials and disinterments shall be under the direction of the Director of Public Works. In instances where a funeral home is not involved, the Department of Public Works will assist, for an additional cost.
7. The burial fee shall be established by the Trustees. The burial fee that is current at the time of interment shall be paid to the Town of Hollis.
8. All subjects of burials, including amputated limbs, shall be received in an enclosed, rigid container.
9. All burials shall be enclosed in a concrete or metal vault, or cemetery grave liner, except where the container measures 30" (thirty inches) in length or less. Upon request, any vault may be installed upside down, without a cover.

V. Monuments

1. No monument, cenotaph, headstone or other structure shall be erected or placed in any cemetery without a proper foundation approved by the Director of Public Works.
2. Upright or standing monuments shall only be permitted in the following locations and circumstances:
 - a. In the designated double-lot Monument section of the East Cemetery.
 - b. On any 4 (four) lots which conform to a configuration measuring 8' (eight feet) by 20' (twenty feet). The monument shall be placed at the center of the 4 lots. (Any 4 contiguous lots purchased prior to November 15, 2000 are exempt from this requirement, and the placement of the monument shall be determined by the Trustees.)

The base of any such monument shall not exceed 5' (five feet) wide by 2' (two feet) deep, and the total height of the monument shall not be greater than 42" (forty-two inches). Alternatively, a "slab"-style monument may be installed, not to exceed 36" (thirty-six inches) wide, 8" (eight inches) deep and 54" (fifty-four inches) tall.

3. Each burial space is permitted to have 1 (one) flush marker, not to exceed 24" (twenty-four inches) by 12" (twelve inches) in measure. Except as noted above, no upright or standing monuments are permitted.
4. Artificial illumination, including (but not limited to) the use of "perpetual" or "eternal" lamps and candles, is not permitted within any lot.
5. Installation of benches will only be allowed in lieu of an upright monument so long as the bench conforms to existing monument size restrictions.

VI. Landscaping

1. A tree or shrub may only be planted with the written consent of the Trustees. An application for such planting is available through the Cemetery Secretary,
 Hollis Town Hall
 7 Monument Square
 Hollis, NH 03049
2. If the branches or roots of any tree or shrub should become detrimental to any lot or to the cemetery, or pose a danger or inconvenience to the maintenance and/or visitation of the cemetery, the Trustees shall have both the duty and the right to remove any and all parts thereof without notification.
3. No fence or flowers shall be placed around the perimeter of any lot.
4. Flowers or other plants (if approved by the Trustees) shall be placed adjacent to the monument.
5. Decoration of lots shall be limited to living flowers and plants and small American and small U.S.A. military service flags. The Trustees will remove all objects not listed above.
6. If, as a result of work done, the good appearance of the cemetery is affected, the Trustees may put any such lot in order, at the expense of the owner.