

**SCHEDULE A:**  
**RULES AND REGULATIONS OF THE**  
**TOWN OF CLINTON CEMETERY**

GENERAL

The following Rules and Regulations shall apply to all cemeteries owned and administered by the Town of Clinton (hereinafter the "Town Cemetery").

1. The Town of Clinton Town Board (hereinafter the "Town Board") shall designate an individual (hereinafter the "Cemetery Custodian") to oversee all aspects of the Town Cemetery. All notices and requests regarding the Town Cemetery shall be directed to the Cemetery Custodian. The Cemetery Custodian is authorized and empowered to designate a deputy (hereinafter "the Deputy Cemetery Custodian") who shall assume the powers, duties and responsibilities of the Cemetery Custodian in the event the Cemetery Custodian is unavailable, absent or otherwise unable to serve. The Cemetery Custodian is authorized and empowered to remove the Deputy Cemetery Custodian in his or her sole discretion. The Deputy Cemetery Custodian designated by the Cemetery Custodian may be a member of the Cemetery Committee.

2. The Town Board shall also designate a committee of at least three volunteers (hereinafter the "Cemetery Committee"), one of whom shall be the Cemetery Custodian, to assist the Cemetery Custodian in the performance of his or her duties and the administration of these Rules and Regulations.

3. References herein to Town Cemetery personnel or employees shall mean individuals employed by the Town of Clinton.

4. All deeded plots in the Town Cemetery are sold in accordance with the provisions of the Laws of the State of New York and shall not be used for any purposes other than as a burial place for dead human beings. This prohibition includes pets/animals.

5. The following information must be provided to the Cemetery Committee when a plot is purchased:

- a) Name of purchaser.
- b) Address.
- c) Phone number.
- d) Email.
- e) Alternate contact person, including address and phone number.

6. The following information must be supplied to the Cemetery Committee prior to any interment:

- a) Name of deceased.
- b) Name of informant.
- c) Place of birth, if known.

- d) Date of birth, if known.
- e) Date of death.
- f) Time and date of interment.
- g) If not an adult, names of parent(s) or legal guardian(s) of deceased.
- h) Proof of plot ownership (deed) / entitlement to be buried in plot.

7. Plot owners are responsible for notifying the Cemetery Committee of all address changes. All required notices shall be sent to the last known recorded address.

8. Plot owners are prohibited from allowing interment to be made in their plots for compensation.

9. The price of the plots and burials shall be fixed by the Town Board and included in the fee schedule posted on the Town website. All persons purchasing a plot shall receive a deed signed by the Town of Clinton Town Clerk and the Cemetery Custodian upon receipt of payment.

10. If a plot is empty, the plot owner may sell or convey such plot at a price no greater than the current price set by the Town Board. Such sale shall only be permitted upon the written approval of the Cemetery Committee, which reserves the right of first refusal for the purchase of any plot that a plot owner wishes to resell. If a plot is resold to a new purchaser, the new purchaser must supply all required information to the Cemetery Committee. The Cemetery Custodian in consultation with the Cemetery Committee may proscribe a form or forms to effectuate the sale or transfer of a plot.

11. Interments in a plot are restricted to those entitled by deed to burial therein.

12. The full purchase price must be paid before the deed will be given or a burial allowed in the plot.

13. Plot owners are prohibited from using pesticides on their plots.

14. All holiday wreaths, natural or otherwise, must be removed by April 30th.

15. All work done in the Town Cemetery, including foundations, shall be done by Town Cemetery employees or their authorized agents, under the control and/or supervision of the Cemetery Custodian or his or her designated agent.

16. No monument shall be delivered to or installed at the Town Cemetery without prior approval by the Cemetery Custodian.

17. All graves shall be opened (machine-dug) by Town Cemetery personnel or their authorized agent. Family members may not dig graves. Family members are permitted to fill in graves upon receiving the written consent of the Cemetery Committee.

18. Graves shall be dug to a depth of 3½ feet to the top of the encasement or casket.

19. Only one body is allowed per gravesite plus one cremation burial. Up to four [4]

cremation burials are allowed per gravesite provided that notice of each additional interment is given to the Cemetery Custodian prior to each interment and the requisite fee is paid prior to each interment.

20. Plots are 5 feet x 10 feet.

### CONVENTIONAL BURIALS

The following Rules and Regulations shall apply to all burial/interments unless stated otherwise.

1. Placing of glass blocks or vases as receptacles for flowers, whether artificial or grown, on graves or plots is prohibited.
2. The Cemetery Committee reserves the right to remove all flowers, wreaths, or other decorations from plots that it determines to be unsightly.
3. The Cemetery Committee reserves the right to remove any embellishment on the plot, effigy, or inscription that it determines to be unsightly or dangerous.
4. No shrubs, bushes, or trees shall be planted or grown on a plot. Annual and perennial plantings are permitted provided that they are placed only at the head of a grave and within 18 inches of the monument/grave marker. The planting of annuals and perennials is permitted between monuments/grave markers only when a plot owner owns adjoining plots.
5. Vaults or grave liners are required for interments in all graves, except cremation.
6. If, during maintenance, Town Cemetery personnel find objects around the monument or plot which must be moved, the Town Cemetery personnel may move the object to allow for the maintenance.
7. All monuments are restricted in size to dimensions that will cover no more than 20% of the surface area of the plot. Every monument shall be finished true and level so as to fit on foundations without wedging or sprawls.
8. Mausoleum size may not exceed two-body capacity either vertically or horizontally.

### NATURAL BURIALS

If a Town Cemetery contains an area designated and reserved for “natural burials” or the Town Board elects to designate and reserve such an area in the Town Cemetery, the following Rules and Regulations shall apply.

1. Burials shall not use a vault, vault lid, concrete box, slab, or partitioned liner.
2. Burial containers must be limited to those made from materials that are non-toxic/nonhazardous and natural/plant derived, with shrouds permissible.

3. Shrouded bodies must be entirely wrapped and supported on a solid softwood board for lowering. A minimum 1 x 8-inch board, the same length of the body, is recommended.
4. Cars are not permitted inside the designated area, except by permission of the Cemetery Committee.
5. Pesticides are prohibited.
6. Unless a tree is deemed unsafe, unhealthy, or contrary to conservation goals as determined by the Cemetery Committee, all living existing trees will be left in place.
7. All graves will be mounded and mulched and allowed to return to their natural state. Pathways around the designated area may still be mowed.
8. Grave markers are permitted but not required. Flat natural fieldstone or quarried stone, no more than 300 inches square and 3 inches thick may be used as a marker. In cases where a grave marker is used for two or more adjoining plots, grave markers may be larger but may not exceed 400 inches square and 3 inches thick.
9. No plantings of any kind are allowed. No artificial flowers or other decorations may be placed on graves. Natural wreaths and flowers are permitted. Vases and potted plants are prohibited.

September 14, 2021

Adopted by Resolution No 44 of 2021