

## CEMETERIES – RULES & REGULATIONS

### SECTION A. Burial Rules and Regulations

1. All Oakland cemeteries are to be operated in accordance with the laws of the State of Maine.
2. The Town Clerk or his/her designee shall function as the Cemetery Recorder. The Town Clerk shall receive funds for payment of burial rights as well as trust fund deposits, record them properly and turn the money over to the Town Treasurer along with an adequate record of the source and application of said funds.

Residency Definitions: Resident shall mean a person who resides in the Town of Oakland and must have at least one of the following:

- (a) Registered motor vehicle in this municipality
  - (b) The resident address, not a PO Box, is shown on current tax return.
  - (c) The resident address, not a PO Box, shown on motor vehicle operator's license.
  - (d) Voter registration card in the Town of Oakland.
  - (e) Town Clerk discretion, if none of the above can be provided.
3. Specifications for grave spaces.
    - (a) New full grave spaces shall be 4' x 10' in size except as provided for in Section A4 (a).
    - (b) Grave spaces will be assigned in geographical progression.
    - (c) Any number of grave spaces may be assigned at any one time with the appropriate payment.
    - (d) Burial right assignments are to be made by the Cemetery Recorder.
    - (e) No resident shall be denied burial in a town cemetery for lack of funds.
    - (f) Grave spaces for those residents of Oakland, whom are honorably and medically discharged veterans, will be at no cost.
    - (g) One full and one cremation or up to four (4) cremation burials will be allowed in a 4' x 10' grave space.
    - (h) Up to two (2) cremation burials will be allowed in a 4' x 4' grave space.

4. Lakeview and Lewis Urn Garden  
A section of the Lewis and Lakeview Cemetery will be set aside for cremation burials only.

- (a) Lot Size
  1. Each lot will be four feet by four feet (4' x 4')
  2. No more than two (2) cremation burials per lot.

3. Lot costs will be as provided for in the fee schedule.
- (b) Memorial Markers
1. All markers will be flush with the ground and will not be larger than the lot size.
  2. The Buildings and Grounds Supervisor will determine all marker locations.
- (c) Shrubbery and other plantings
1. All permanent plantings such as shrubs, trees or perennials are not allowed in this section.
  2. Only cut flowers will be allowed to be placed at burials in this section.
  3. Any other placement of other items in this section will be at the discretion of the Buildings and Grounds Supervisor.
4. Lakeview and Lewis Urn Grave Spaces
    - a. Lot Size
      - i. Each lot will be four feet by four feet (4x4)
      - ii. No more than two (2) cremation burials per lot.
      - iii. Lot costs will be as provided in the fee schedule
    - b. Memorial Markers
      - i. Provided in section B3
    - c. Shrubbery & other plantings
      - i. Provided in section B1

SECTION B. General Rules and Regulations

1. No planting or shrubs will be permitted except as authorized by the Buildings and Grounds Supervisor. The Buildings and Grounds Supervisor will determine whether to trim or remove overgrown plants or shrubs that are not maintained, become unsightly, encroaches on neighboring lot or obstructs the normal operation of the cemetery.  
\*Absolutely NO planting or items are to be placed behind monuments.
2. Foot stones and corner markers are to be flush with the ground and placed within 8' of headstone.
3. Unless approved by the Buildings and Grounds Supervisor or as provided for in cremation burials, monuments shall not exceed four (4) feet in height and shall be placed in line on the back of the lots. Monuments are to be placed on a concrete foundation at least 4' deep. No raised objects will be allowed on other areas of any lot.
4. No artificial flowers will be allowed, except in containers placed adjacent to the monument or marker. Artificial flowers and all other non-permanent containers must be removed by October 15<sup>th</sup> of each year.

5. Burial rights may be transferred only by the Cemetery Recorder.
6. Bicycles, motorcycles, and snowmobiles will not be permitted to be ridden in cemeteries.
7. Trash containers placed with the Oakland cemeteries are for commonly accepted cemetery trash only. No household trash or garbage shall be allowed. Any household trash or garbage placed in any trash containers or left on the grounds of the Oakland cemeteries shall be a violation of this policy. It shall be the duty of the Buildings and Grounds Supervisor to report any infraction of this policy to the Oakland Police Department for further investigation and prosecution, if necessary.
8. Loitering, picnicking, swimming, fishing, or other disrespectful acts will not be permitted in the cemeteries, including the Oakland tomb area.
9. Lot levels shall not be altered – no mounding allowed.
10. All coffins shall be placed in permanent burial vaults in any Oakland cemetery.
11. No grave spaces shall be used for any purpose than for the burial of the human dead.
12. No vehicles, except emergency or law enforcement personnel, shall be permitted in any Oakland cemetery after being officially closed by the Town Manager upon the advice of the Public Works Director or Buildings and Grounds Supervisor.
13. No person or vehicle shall be within any cemetery or tomb area ½ hour after sunset to ½ hour before sunrise unless they are authorized to be there by the Town Manager, Buildings and Grounds-Supervisor, Police Chief, Fire Chief, and/or Public Works Director.
14. Dogs will not be allowed in any Town cemetery.
15. Any person found to be in violation of these rules shall be subject to a fine as provided for in a schedule to be kept by the Town Clerk. Fines will be remitted to the Town of Oakland.

#### SECTION C. Burial Costs

1. All burials shall be under the supervision of the Buildings and Grounds Supervisor. The Public Works Department will provide men and equipment as needed. No burials will be conducted by private parties.
2. For a burial in a newly assigned grave space, payment must be received for the cost of the grave space used.

3. Fee schedule will be kept by the Town Clerk and may be changed from time to time by the Town Council.
4. Graves purchased then asked to be returned to the Town, will be purchased back at the original purchase amount.

#### SECTION D. Perpetual Care Funds

Payments for burial rights under the current price schedule shall be received by the Town of Oakland with one half of all proceeds from lots of sales to be placed in the Perpetual Care fund. All other funds are deposited in the Town's General Fund revenue account.

1. Perpetual care includes keeping the turf even and in good condition, filling in sunken graves and the grass properly cut. It does not include care and cleaning of monuments and markers, nor the planting of flowers or ornamental plants, nor watering or sprinkling of lots, nor any other special work.
2. For those lots that have paid for perpetual care, and a request has been made by a family member, the Town reserves the right under the direction of the Town Manager and/or Buildings and Grounds Supervisor to make minor repair to cemetery monuments and markers and to clean the monuments and markers, as they deem appropriate. This does not require the Town to take such action, but merely grants the authority when it is necessary to maintain the overall appearance of the cemeteries in a dignified manner.

#### SECTION E. Amendments

This policy may be amended by majority vote of the Oakland Town Council in accordance with the requirements for adoption of any town Policy.

Amendment dates:

- 05/22/96
- 11/23/99
- 12/08/99
- 08/08/07
- 05/27/09
- 04/27/16
- 07/12/17
- 05/11/22
- 03/26/25