

**NANTUCKET CEMETERY
COMMISSION
Posted Meeting of September 8, 2021, at 3:00 pm
Virtual Meeting via Zoom Video Conference**

FINAL AND APPROVED MINUTES

Attendance: Commissioners: Frances Karttunen, Scott McIver, Allen Reinhard (Chair), and Lee Saperstein, and Stephen Arceneaux, Cemetery Administrator.

Absent: Barbara White

1. Call to Order.

Chair Allen Reinhard called the meeting to order at 3:00 pm. A roll-call of attendees showed that a quorum existed.

2. Public and Commissioner Comments.

There was no public comment.

3. Approval of Minutes from August 18, 2021.

Scott McIver moved, Frances Karttunen seconded, and the Commission unanimously approved the minutes from the meeting of August 18, 2021. The vote was by roll call.

4. Approval of Lot Sales Since Last Meeting.

With respect to lot sales, Allen Reinhard first announced that an inurnment for Mr. Brunell will occur at Polpis, lot D-13, on Sunday, September 19, 2021. He then went on to say that he has sold six lots to four people, two with two each, and is seeking approval of them. The Commission took each sale in turn but agreed that Lee Saperstein would individually move and Scott McIver second each one and then the Commission would vote on each.

- A. Eric Seidel, Polpis lots C-14 and 15.
- B. Karen Christensen Shaffer, Polpis lot D-19.
- C. Carol and Erik Christensen, Polpis lots D-20 and 21.
- D. Sarah Beale Demarest, Polpis lot D-25.

All were approved, in separate roll-call votes, unanimously.

5. Cemetery Issues

Procedures. Allen Reinhard reported that he had met with Stephen Arceneaux, Interim Cemetery Administrator, and went over with him the procedures that the Commission has developed to sell and record lots. He said that the conversation was a good one and that he is

assured that records are kept well. He anticipates that, when the new Office Manager is able to fill the office vacancies, recording will continue to improve. Allen Reinhard said, also, that he hopes to learn how cemetery receipts are deposited and will meet with the Finance staff once they have time.

Signage at Polpis. Allen Reinhard reminded the commission that he has asked the DPW sign maker to create directional signs for the Quaise Asylum Burial Ground so that we can plan for a re-dedication of that cemetery. Stephen Arceneaux said that he was not sure if a work order for the signs had been created but that he would see to it that one was and that work would be done soon. [Action: DPW to create signage to Quaise Burial Ground.]

Monument Restoration. Lee Saperstein reminded the group that the Select Board had approved the contract for monument restoration, beginning with a survey of monuments and their repair needs. He suggested to Stephen Arceneaux that the contractor had written to Scott McIver asking for a point of contact in the Town so that they may begin. Scott McIver said that he would send a copy of this e-mail to the DPW and Stephen Arceneaux said that he would provide a point of contact so that the work could get started. [Action: Stephen Arceneaux to provide contractor with a point of contact.]

Other. Frances Karttunen asked why there was mention of the Historic Coloured Cemetery in the agenda. Allen Reinhard replied that two inurnments and one lot sale at that cemetery meant that it and Polpis were the two cemeteries with recent activities that needed to be recorded.

6. Request to Consolidate Two Adjacent Lots at Polpis.

The action to consolidate two adjacent lots for the Thom family was approved at the last meeting of the Commission. Scott McIver reported that he has met with the family to create the inscriptions to be engraved on the memorial stones.

7. Polpis Cemetery Latest Developments.

Allen Reinhard noted that Ken Beaugrand's last report was that a plan for the land swap would be available soon for the Commission to review and approve. Ken Beaugrand was not at the meeting and no additional information on the swap was available.

8. Green Burials Further Discussion.

The concept of green burials was approved at the last meeting. Lee Saperstein has developed draft amendments to the cemetery regulations to accommodate green burials. Allen Reinhard noted that regulatory changes need to be reviewed by Town Counsel and then introduced at a public hearing. These hearings need to be advertised before they may be held. He will check with the Town Administration to see what steps need to be taken by the Commission to start the process of public hearing and approval of the amendments. Once he has the procedure defined, he will bring the topic of green burials back to the Commission for its formal approval of the request to amend the regulations.

Lee Saperstein noted that the earlier discussion of regulatory change had stimulated a concern held by Frances Karttunen about the appropriate historical name of the Miacomet Indian Burial Ground. Allen Reinhard will check to see if this could be incorporated in this request to amend the regulations or whether it would be best to take it up separately. [Action: Allen Reinhard to seek guidance from Town Administration on how best to proceed with the request to amend the regulations.]

9. Burial Plot for Cremains Abandoned with Town Clerk

The Commission has dealt with the disposition of ashes held by the Town Clerk and work will be initiated to bury the five sets previously mentioned. The discovery, though, of the remains of August E. Folger, also known as Whale-Oil Gus, which is a sixth set, in the Town Clerk's vault led to a discussion of who he might have been and whether or not there is family who could claim him.

Using stories printed in the Inquirer and Mirror in September 30 and November 18, 1939, as a starting point, Frances Karttunen said that she has been unable to locate graves for his reputed parents nor has she been able to find a supposed inurnment by the Lewis Funeral Home for Augustus Folger described in the newspaper article. She did, however, find records of him and his parents in the Barney records. Subsequent to the meeting, Lee Saperstein checked the index of burials in the Lewis Funeral Home records held by the NHA and could find no record for a burial of Augustus E. Folger in 1939, 1940, nor 1941. Frances Karttunen was more successful and found a listing of the parents' interment in Prospect Hill Cemetery. The Commission will need to contact the administrator of the Prospect Hill Cemetery to find out if they can inter his remains as he wished. [Action: Allen Reinhard to contact Jeff Morash re Augustus Folger. Also, Allen Reinhard will work with the DPW to bury the five sets of remains in Polpis Cemetery.]

10. Garden Club Daffodil Project for the Fall.

As an extra-agenda item, Allen Reinhard reminded commissioners that planting of daffodil bulbs to be purchased from the unexpended portion of the Garden Club grant would be deferred until fall of 2022 in the hopes that the DPW will be better able to assist at that time.

11. Commissioners Comments, Old, New and Other Business.

Scott McIver said that the stone at the entrance to Miacomet Indian Burial Ground would have highlight paint placed in the letters of the inscription soon and certainly before the next meeting.

10. Adjournment came by consensus at 3:58 pm.

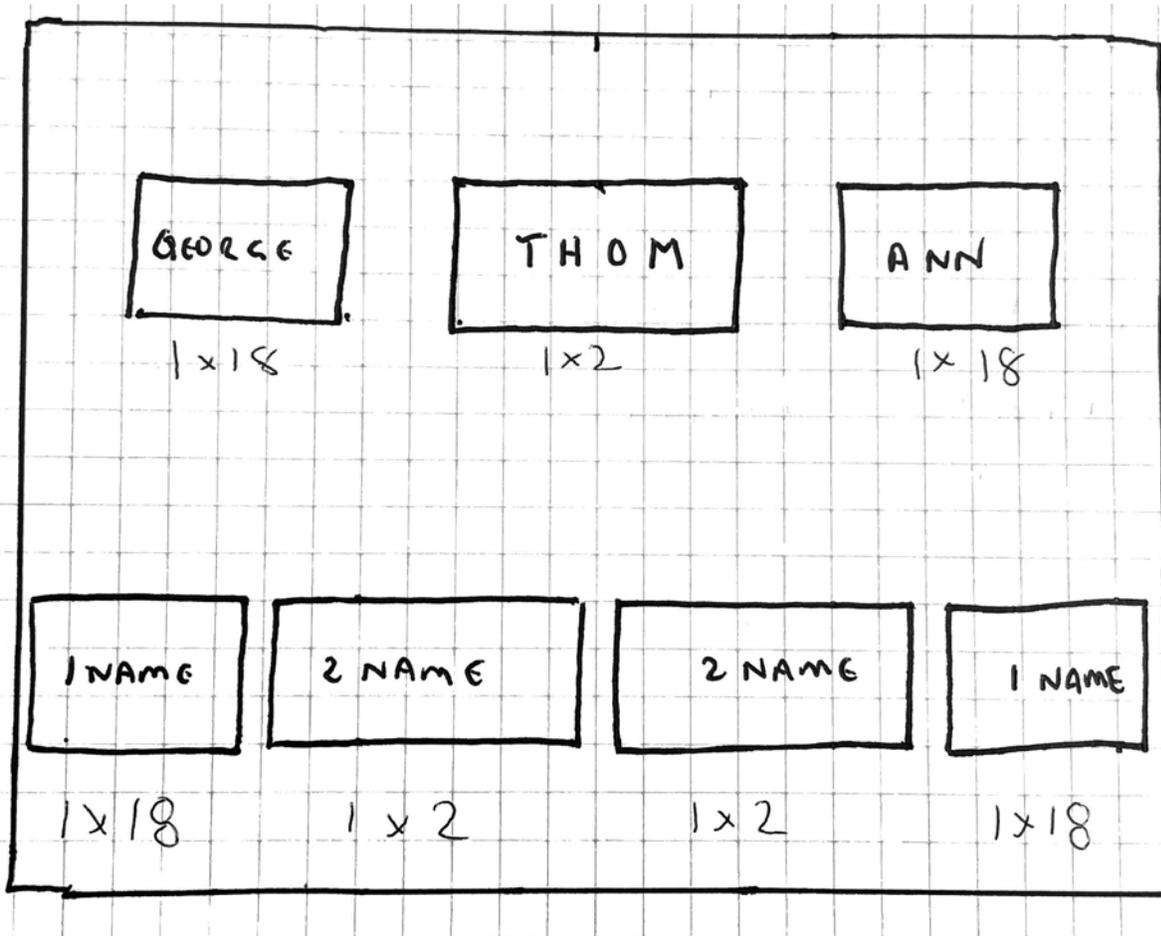
Next regular meeting: Wednesday, October 13, 2021, at 3:00 pm by Zoom Video Conferencing. If regular face-to-face meetings resume, a notice will be sent with the agenda for the September meeting. The Zoom link remains the same through the end of this year.

Respectfully submitted: _____; Date: _____
Lee W. Saperstein, Secretary

Nantucket Cemetery Projects List.

- Cemetery monument condition survey.
- Consolidation of lots at Newtown Cemetery with recordable ground survey.
- Split rail fence at Polpis Cemetery.
- Survey to lay out additional lots at Polpis.
- Toe and lot corner markers for new Polpis lots when laid out.
- Dedication of new monument at Quaise Asylum Burial Ground.
- Fencing at the Historic Coloured Cemetery.
- Fencing and brush removal at New and Old North Cemeteries.

Sketch Plan of Thom dual plot layout per Scott McIver.





Rules and Regulations for Town of Nantucket Controlled Cemeteries

Adopted: April 23, 2014

Effective: May 1, 2014

Proposal by Lee Saperstein to incorporate green burials. (August 18, 2021)

In accordance with MGL Ch. 114 and Chapter 47 of the Acts of 2011, the Cemetery Commission has promulgated the following rules and regulations that govern burials in Town cemeteries, and the use and care of Town cemeteries. These rules and regulations may be amended from time to time, with the approval of the Board of Selectmen.

I. General Rules

Town Cemeteries are open daily from dawn to one-half hour after sunset.

The License Holder (owner of a lot) is limited to interring human remains or cremated human remains in that site. The owner also has a limited right to place a monument and plant flowers or shrubs. These limitations are outlined in other sections of these regulations.

Cemeteries are places for contemplation and quiet reflection. They are not recreation areas. Please respect these sacred grounds and use common sense: No loud noise, bad behavior or trash.

No person shall remove, cut, break or mark any tree or shrub; or mark upon, deface, or injure any monument or structure on the grounds.

Gravestone repairs require prior authorization of the Cemetery Commission or its designated agent. Rubbings are not permitted. Take photographs only.

Firearms shall not be discharged in the cemeteries, except for salutes at military funerals, Memorial Day, or Veterans Day.

Dogs must be leashed at all times and be under control of their handler. Dog walkers must clean up after their dogs and must ensure that dogs do not trespass on any grave.

All trash must be removed from Town cemeteries, as there are no trash receptacles available.

Additional Rules and Regulations Applicable to the Polpis Burial Ground

Polpis Cemetery is open to cremation interments only

Cremation lots are four feet (4') by six feet (6') and shall have no more than four (4) cremations in each lot.

Only one monument or marker per cremation lot will be allowed. A foundation must be placed under each monument. Only a professional who normally provides such a service in the community shall be permitted to place the foundation and monument, unless the Commissioners explicitly waive this requirement in writing. Markers may not be set to embrace two or more grave lots. All markers shall be flush with the ground. No wooden crosses shall be allowed.

The Town shall not be liable for damage to monuments or markers. Markers may be of granite, marble or bronze, the use of limestone, sandstone, cast or cement stone and metals for monuments shall not be allowed. Monuments may be made of native boulders.

Because Polpis Cemetery is a natural setting, no additional planting will be allowed on lots.

No other structure but approved markers or monuments may be placed on a lot.

No vehicles are allowed in the Polpis Cemetery.

No lights of any kind will be allowed.

II. Definitions

For the purpose of these Rules and Regulations, the following words shall have the following meaning, unless a different meaning is ascribed to such terms under the General Laws:

Cemetery – All property owned by the Town of Nantucket dedicated for the burial of deceased human remains.

Cemetery Administrator – The person charged by the Cemetery Commissioners with the day-to-day administration of Town Cemeteries in accordance with these Rules and Regulations, the directions of the Cemetery Commissioners, and applicable Federal and State laws.

Cenotaph – A monument erected in honor of persons buried at sea, or whose remains lie elsewhere.

Columbarium – A permanent structure, room or space in a mausoleum or other structure containing niches or other suitable spaces for the permanent placement of cremated human remains.

Cremated Remain - The final physical remains of a human being after having been cremated and processed.

Cremation Lot – An area of land specifically designed for the interment and placement of cremated remains only.

Cremation Niche – see Niche.

Crypt – A chamber in a mausoleum of sufficient size, generally used to contain the casketed remains of a deceased person.

Durable Outer Container (Grave Box, Grave Liner or Vault) - All burials, except for approved green burials, of bodies and cremated remains shall be placed in a durable outer container. Durable outer containers shall be made of reinforced concrete or fiberglass and may include:

Grave Box / Grave Liner – An unsealed monolithic receptacle of two (2) or more pieces in which the casket is placed at time of burial.

Vault – A two-piece sealed receptacle for protection of the casket.

Urn Vault - A two-piece receptacle for protection an urn.

Governing Body – The Nantucket Cemetery Commission.

Grave – A space in a cemetery used or intended for use, for the in-ground burial of one (1) or more deceased persons. The size of a grave may vary as laid out by the Cemetery Commission.

Green Burial – **The burial of human remains, full body or cremated, with the intention of their return to the soil through natural decay processes;** green burial necessitates the use of non-toxic and biodegradable materials, such as caskets, shrouds, and urns.

Foot Marker – A flush to the ground memorial made of granite or bronze, which is placed at the foot of a grave.

Interment – The permanent placement of a dead human body either in a green burial or placed in a casket within a durable outer container and buried in the ground.

Inurnment – The permanent placement of cremated human remains in a niche, space in a columbarium, or burial in a grave.

License Holder – The original purchaser of a Right of Burial and others entitled to a Rights of Burial.

Lot – A place designated in a cemetery comprised of one or more grave spaces.

Memorial or Monument –A monument or memorial usually made of granite, a flush-to-the ground memorial usually made of bronze or granite, or a foot marker, any of which is used for commemorating the life of a deceased person.

Niche – A discrete chamber, space or recess in a columbarium used for the permanent placement of cremated human remains, encased in an urn.

Perpetual care - The activities of routine cemetery maintenance such as, but not necessarily limited to, mowing, brush cutting, repair of fences and laneways, and signage.

Perpetual Care Fund –A fund authorized by the General Laws, whereby funds are set aside, the income of which is used for the perpetual care and maintenance of the cemetery or lots therein.

Rights of Burial – The exclusive right of burial granted by the Town to a License Holder for the use of a specific grave, lot, crypt, or niche or other burial space in a cemetery.

Urn – A container to hold human cremated remains. An urn can be placed in a columbarium niche or buried in the ground within a durable outer container.

III. Interments and Inurnments

Lots in the cemeteries shall be used for no other purpose than a place for the interment of human remains as full casket burials, green burials, or inurnment of cremated remains.

No interment or inurnment shall be made until the Cemetery Administrator or designee has been furnished with a burial permit and/or cremation certificate as required by law, together with a written interment or inurnment order on a form approved by the Cemetery Commission and endorsed by the License Holder, or the legal representative of the License Holder in the lot in which interment is to be made. No grave shall be opened for interment, inurnment or removal unless authorized by the Cemetery Commission and cemetery personnel have flagged the area.

Green burial applications, on forms specific to green burials, will be reviewed by the Department of Health for minimal environmental impact before review and potential approval by the Cemetery Commission.

Except for green burials, all interments and inurnments shall be enclosed in a durable outer container or vault.

Each grave (minimum four feet (4') by ten feet (10')) includes the right of interment of either one (1) full casket or one green burial for regular depth burial and one cremation burial.

Each grave may have additional right (provided additional fees are paid) of:

- Replacement of the cremation burial with a second full casket interment as a “double-deep” burial;
- Replacement of the initial full casket burial and inurnment of up to four (4) cremated remains.

A cremation lot includes the right of inurnment of up to four (4) cremation burials.

Additional regulations will be drafted if a niche wall is constructed.

IV. Cemetery Lots

When a Right of Burial is purchased, the License Holder will be given a written deed, granting the License Holder Rights of Burial in a specific grave, lot, crypt, or niche or other burial space in a cemetery. The Deed may contain certain specific terms and conditions for use of the Rights of Burial and grant the right of erecting a monument or memorial on such terms and conditions as the Cemetery Commissioners may prescribe. Such deeds and all subsequent deeds of such Rights of Burial made by owners thereof shall be recorded in the office of the Town Clerk in books kept for that purpose. Copies of lost deeds may be obtained by contacting the Nantucket Town Clerk or the Cemetery Commission. It shall be the duty of the License Holder and his/her heirs to notify the Commission of any changes in their mailing address. Notice sent to the License Holder at the last address on record shall be considered sufficient and proper legal notification.

The Cemetery Commissioners shall establish the cost of a Burial Right and fees related thereto and may amend the same from time to time. Cemetery personnel shall furnish, to those who desire to purchase Rights of Burial information relative to the cost of the same and the conditions upon which interments or inurnments may be made. See: Nantucket Cemetery Commission Schedule of Fees.

- A License Holder, or his/her heirs, shall not sell, transfer or convey the Rights of Burial, but such Rights of Burial shall pass to family members as permitted under Chapter 114 of the General Laws. The Town of Nantucket shall have the option of buying back Rights of Burial, subject to availability of funding. The price to be paid by the Cemetery Commission shall be no greater than the original purchase price, provided that all remains, if any, have been removed from the lot.
- Should the Town not exercise its option to buy Rights of Burial, a License Holder may assign or transfer such Rights of Burial only as permitted by the Cemetery Commissioners, who may limit such assignment or transfer to individuals who are current residents of the Town of Nantucket, past residents or relatives of such individuals. A License Holder wishing to assign Rights of Burial should contact the Cemetery Administrator. An assignment form needs to be completed, notarized and submitted to the Cemetery Administrator in order to ensure accurate recording of all assignments.
- Upon the death of the License Holder, Rights to Burial shall pass in accordance with the laws of the Commonwealth of Massachusetts.
- An existing single grave (minimum four feet (4') by ten feet (10')) containing recorded remains may also accommodate one cremation burial, provided the cremated remains are that of a family member, heir or others with verified rights of interment.
- Graves for the interment of any indigent (by state definition) resident veterans are provided at no cost and are set aside for burials of indigent resident veterans residing in the Town at the time of their entry into service and/or at the time of their death verified by the Veterans Agent and subject to the approval of the Cemetery Commission.

- Single grave space may be made available for the burial of the stillborn or infants without charge to the resident parents residing in the Town at the time of death.
- Under MGL Ch. 14 the Town shall provide grave space for interment or inurnment of the indigent. Heirs may place monuments on indigent burials only if the interment rights are purchased and paid in full prior to placing a memorial. The Cemetery Commission will determine indigent status based on state regulations and definition.
- No work shall be performed on graves or lots by or on the direction of License Holders unless authorization has been obtained from the Cemetery Administrator, in order to preserve as much as possible, the natural appearance of cemeteries.
- The Town shall not be responsible for the maintenance of any flowers, flags, decorations, holiday arrangements, or other objects placed on a lot, and shall have the right to remove the same if, in the opinion of the Cemetery Commission, they are unsightly. The Town of Nantucket shall not be liable for items left at a grave, or damage to flowers, flags, decorations, monuments or other objects due to weather, vandalism theft or wear and tear.
- Annual/perennial flowers may be planted at the base of and within 12 inches of a monument/marker, so as to not interfere with the Cemetery Commission's maintenance procedures.
- Fences, borders, curbing, hedges, shrubbery, trees, rampant-growing plantings and crushed stone are prohibited. No signs or lettered wooden boards of any kind are permitted on a gravesite, unless the Cemetery Commission has granted prior approval.
- Any materials placed on a grave that are not in compliance with these regulations are subject to removal without notice.
- The Town may take over the ownership of an unoccupied grave after a minimum of seventy-five years has elapsed after the issuance of a license for the grave by the Town and that the Town cannot locate the owner or the owner's successor in interest after a diligent search. If the ownership of the license is ascertained after such a taking occurs, then the Town shall pay the fair value of the license at the time of taking, to the owner.
- Reuse of an occupied grave will not be permitted except: upon the request and with the consent of a relative or descendant of the decedent occupying the grave, providing that no other descendant objects; to provide for the burial of a relative or descendant of the decedent occupying the grave; and if the remains of the decedent occupying the grave will remain in the grave.
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V. Memorials

The Cemetery Commission must approve any memorial, including gravestones, markers, benches or other structures, in writing prior to installation.

- All inscriptions to be made on memorials shall be approved by the Cemetery Commission prior to carving. The Commission reserves the right to prohibit offensive language or imagery within the cemetery.
- Monument dealers, masons, stonecutters and all workmen working at any Town cemetery shall comply with the directions of the Cemetery Commission and must carry off all rubbish and restore roads, avenues and paths damaged by their operations. The Town of Nantucket will not be responsible for any errors made by any improper inscription on any memorial.

Memorial sizes shall be based on the following except at Polpis Cemetery where only flush memorials are permitted:

- SINGLE LOT: 16 inches by 24 inches flush memorial or 24 inches wide slant in designated areas.
- CREMATION LOT: 12 inches by 18 inches flush memorial or 18 inches wide slant in designated areas. If two or more names are to be inscribed in the memorial, it may be 12 inches by 24 inches wide.
- MULTIPLE Grave LOTS
 - Two (2) grave lot: three foot (3') wide base etc.
 - Three (3) grave lot: four foot (4') long base or bench etc.
 - Four (4) grave (or more) lot: six foot (6') long base or bench etc.
- Where family lots have been established in inactive cemeteries (a list of such cemeteries is provided below), those families will be allowed to place memorials that duplicate the style of the existing surrounding markers or headstones or, alternatively, use flush markers.
- No headstones, monuments, curbing or other structure will be permitted to be erected in the cemeteries without a sufficient foundation. All markers, headstones, monuments and other structures shall be made of granite, marble, slate, or other approved material. All monuments are to be centered at the head of grave/lot. Flush foot markers may be placed at the center of the foot of a grave.
- A marble or granite bench will be allowed on a lot with three (3) or more graves. If a bench is placed on a lot, no other memorials are permitted other than foot markers on individual graves within the lot.
- Special permission for alternate memorial sizes may be requested of the Cemetery Commission for consideration.

- The Cemetery Administrator is required to have written notification prior to any foundation work/memorials placement, with all information outlined and submitted on a Cemetery Department Monument Permit Order. Prior to the initiation of any monument work, the lot must be marked/flagged by Cemetery Department personnel. Monuments are required to be set in such manner that they will not conflict with the alignment of neighboring monuments.
- Memorials and structures that are not in compliance with these regulations are subject to removal without notice.

VI. Administration

The Cemetery Administrator shall have responsibility for the proper day-to-day administration of Town Cemeteries in accordance with the administrative direction of the Town Manager and the policy direction of the Cemetery Commissioners, these rules and regulations and applicable Federal and State laws. The Town of Nantucket Home Rule Charter and MGL Ch. 114 and Chapter 47 of the Acts of 2011 established the Cemetery Commission and the appointment of members. Duties of the Cemetery Commissioners are prescribed under MGL Ch. 114.

There may be circumstances when the strict or literal enforcement of these Rules and Regulations may impose unreasonable hardship. The Cemetery Commission reserves the right to make exceptions, suspensions, or modifications to these Rules and Regulations, without notice, whenever necessary in the judgment of the Cemetery Commissioners.

VII. Cemeteries in the Town of Nantucket

Active Town Controlled Cemeteries (*Burial rights may be available*):

Newtown Cemetery	Sparks Avenue	Space available.
Polpis Burial Ground (Cemetery)	Polpis Road	Plots to be laid out; Cremains only; flush monuments only.

Inactive Town Controlled Cemeteries (*No burial rights available for sale*):

Cemetery	Location	Status
Founders Burial Ground	Off Cliff Road	Closed to new interments.
The Colored Cemetery	Mill Hill	No known space available.
Native American Burial Grounds	Surfside Road	Closed to new interments.
New North Cemetery	New Lane (east)	No new plots, owners only.
Old North Cemetery	New Lane (west)	No new plots, owners only.
Quaker Cemetery	Madaket Road	Closed to new interments?

Private Cemeteries not controlled or maintained by the Town of Nantucket:

As information only, the following cemeteries are known to exist within the corporate limits but the Town of Nantucket has no obligation or involvement therewith.

Saint Mary's Cemetery	Private, plots available.
Sconset Chapel Columbarium	Private, inurnments only.
Saint Paul's Memorial Garden	Private, ashes only.
Prospect Hill Cemetery	Private Board and regulations; plots available. Edward Lewis Memorial Cemetery and the adjacent Jewish Cemetery on Somerset Rd are private and administered by the Prospect Hill Board.

A Cemetery owned and currently maintained by the Nantucket Conservation Foundation:

Quaise Asylum Burial Ground	Polpis Road	Closed to new interments.
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VIII. Fees

The Cemetery Commission shall adopt a schedule of fees for the sale of Rights of Burial and other rights and services provided by the Cemetery Commission, which may be amended from time to time. All Rights of Burial must be paid for in full at the time of sale unless there are extenuating circumstances for which the Commissioners may offer a payment plan to the purchaser. No interments, inurnments or improvements shall be made to a lot, and no deeds shall be issued, until the Rights of Burial have been paid in full.

Nantucket Cemetery Commission

Schedule of Fees

Voted 03.12.14

Burial Rights

The following prices have been established by the Nantucket Cemetery Commission for the sale of Burial Rights in plots laid out in Town owned cemeteries.

Newtown Cemetery

Newtown Cemetery can accommodate both full casket burials and also offers Cremation Lots.

Single Lot (4' x 10') **\$1200.00**

Each single lot (minimum 4 x 10 feet) includes the right of interment of one (1) full casket for regular depth burial and up to two cremation burials.

Double Deep Option - At time of lot purchase \$600.00 additional: **\$1800.00**

This option will accommodate two full casket burials. The first burial will be at a depth of eight feet (8'). This option offers replacement of the second full casket with inurnment of up to four (4) cremated remains.

Cremation Lots (4' x 6') **\$900.00**

Each Cremation lot will accommodate up to four (4) inurnments. Flush monuments only will be allowed on Cremation Only Lots.

Polpis Burial Ground

Only cremation burials are allowed at Polpis. Each lot includes the right of inurnment of up to four (4) cremated remains. Only flush monuments are allowed at Polpis.

Single Lot (4' x 6') **\$900.00**

A cremation lot includes the right of inurnment of up to four (4) cremation burials.

Rules and Regulations adopted by the Nantucket Cemetery Commission and the Nantucket Board of Selectmen govern operation of Town owned cemeteries.

All plots include perpetual care. Plot cost does not include services to open and close graves or funeral services.