

BURLINGTON CEMETERIES

The Town of Burlington maintains three cemeteries within the Town: (1) the historical, colonial era cemetery known as the Second Parish Burial Ground, established on Forest Field, near the corner of Bedford and Lexington Streets, in 1732; (2) the Chestnut Hill Cemetery located on Bedford Street, near its intersection with Terrace Hall Avenue, established 1851; and (3) Pine Haven Cemetery, also located on Bedford Street, established in 1993. While Chestnut Hill Cemetery is still a very active cemetery, it is completely sold. Pine Haven Cemetery is the only cemetery which has graves available for purchase.

The operation of the Burlington cemeteries is directly supervised by the Manager of Cemeteries Divisions, under the direction of the Superintendent of Public Works and Town Administrator, and under the jurisdiction of the Board of Selectmen, with the advice of the Cemeteries Oversight Committee.

The Burlington Board of Selectmen has adopted rules and regulations governing the operation of the cemeteries to provide equity and control of the use and maintenance of the two active cemeteries, to preserve the historic second Parish Burial Ground, to enhance all Town cemeteries and to ensure the perpetual care of graves.

All inquiries concerning the purchase of graves, burials, maintenance of graves, or cemetery operations are to be directed to the Manager of Cemeteries during normal business hours.

OFFICE HOURS

Monday through Friday
7:00 AM through 3:30 PM
Saturdays by appointment only

(781) 229-1879 - Chestnut Hill
(781) 229-1982 - Pine Haven

BURLINGTON CEMETERIES RULES AND REGULATIONS

GENERAL USE OF CEMETERIES

1. Cemeteries are owned by the citizens of the Town of Burlington and are to be used only for burial of residents of the Town; their immediate families; and former residents of the Town, at the discretion of the Manager of Cemeteries of the Cemetery Division who is the primary person responsible for the day-to-day enforcement of these rules and regulations.
2. Lots and graves may be purchased only by residents or former residents of the Town.
3. The owners of lots and graves, and their heirs, may, for a fee, sell or transfer any right of burial only to the Town of Burlington and at a cost no greater than the original purchase price.
4. Cemeteries are restricted to human burial.
5. One grave, or one half of a double grave, may be used for the interment of one adult; one adult and one infant child; or two infant children.
6. A concrete vault, or, as specified by the Manager of Cemeteries, a solid or sectional concrete container, is required for each interment and grave site at the time of burial.

7. Up to twelve cremated remains may be interred in one single grave.
8. Sections of cemeteries have been set aside for the burial of U.S. military veterans only.
9. Each lot and grave site shall be identified by a numbered marker.

INTERMENTS, REMOVALS, AND WORK ON LOTS AND GRAVES

10. Interments may be made Monday through Friday between the hours of 8:00 AM and 2:00 PM; and on Saturdays and on Holidays when authorized by the Manager of Cemeteries between the hours of 8:00 AM and 12:00 Noon.
11. Notice of interment or disinterment shall be provided to the Manager of Cemeteries not less than forty-eight hours prior to the date of the intended activity. Such notice shall include the name and age of the deceased, the lot or grave number and owner's name, the size of the container, and the name of the funeral director/undertaker. All persons requesting work on any lot or grave must present proof of ownership or authority with such request.
12. No interment or disinterment shall be made until the Manager of Cemeteries has received a legal permit, together with an order from the owner or his agent, and a receipt for the payment of all appropriate fees.
13. When authorized by the Manager of Cemeteries, an interment or disinterment, without payment charge or with payment delayed, shall be made in the same manner as all others.
14. The Manager of Cemeteries shall be in full charge of funeral activities within the cemeteries.
15. Funeral director/undertakers must provide at least three person to assist with a burial container.
16. No responsibility is assumed by the Town, or by Town employees, for errors made due to lack of correct and complete information as to the ownership, number or locations of a lot or grave where an interment or disinterment is to take place, or for any orders or instructions by telephone.

MONUMENTS, FOUNDATIONS AND MARKERS

17. One monument and foundation, one bronze veterans marker and foundation, and one bronze number marker may be erected or place on each lot or grave site. Other materials may be permitted as part of a specific authorization by the Manager of Cemeteries.
18. No freestanding crosses, statues, cement vases or urn boxes of any kind are permitted on graves or lots, except as part of a monument specifically authorized by Manager of Cemeteries.
19. Vigial lights are permitted.
20. No monument or marker may be set except during regular working hours.
21. All monument foundations will be constructed by cemetery employees and no foundation will be set more than ten days prior to Memorial Day or after frost is in the ground.
22. If a monument, marker or plaque to be erected or installed is purchased by a non-owner, authorization from the owner must be provided to the Manager of Cemeteries prior to the installation.
23. The Town and its officials and employees shall not be liable for damage from any source to monuments, markers, or any other privately owned articles or materials within the cemeteries.

OWNERSHIP, FEES AND PAYMENTS

24. The Board of Selectmen shall establish the fees to be charged for all activities in the cemeteries, and the price to be charged for lots, graves, and construction within such lots and graves. These fees, charges and prices shall be published and available at the Town Hall and the cemetery office.
25. All fees, charges and costs for lot and grave purchases and interment shall be paid in pull prior to an interment, disinterment or work activity in a lot or grave.
26. Payment for single and two grave lots shall be made at the time of purchase, and a deed will then be issued to the purchaser.
27. Multiple grave lots or three or more lots purchased at the same time, may be paid in installments over a period of up to one year. Title remains with the Town until all installment payments have been made.
28. If payment for any lots or graves is not made in full during the installment period, the Town may repossess any lots or graves that have not been used for interments. Public notice must be given, and a reasonable attempt made to notify the owners or any such lots or graves prior to such repossession.

29. A deed for a lot or grave will be provided after full payment is received, and any required veterans documents are received.
30. No monument may be erected, planting done, or other improvement made to any lot or grave site until a deed has been issued.
31. Non-residents, former residents who have resided elsewhere for a year or more, and non-resident owners shall pay an additional fee for an interment.
32. An additional fee will be charged and billed to a funeral director/undertaker who does not provide the required three persons to assist with the burial containers.
33. There will be an additional overtime fee charged and billed for any funeral that enters a cemetery after 2:00 PM or remains in a cemetery after 2:30 PM.
34. Upon the death of the owner of a lot or grave, title shall pass in accordance with Massachusetts laws. Heirs of the deceased owner shall designate a custodian for the lot or grave, on an approved form.
35. A veteran buried outside the veterans sections, but within a cemetery shall be given the same financial consideration due all veterans.

VETERAN SECTIONS

36. Interments in the Chestnut Hill veteran's sections shall be restricted to U.S. military veterans discharged from or released from active duty in the U.S. Armed Forces under conditions other than dishonorable. Before interment is made in all veteran's sections, a copy of the veteran's discharge papers must be in the possession of the Veteran's Agent of the Town and the Manager of Cemeteries. No deed will be issued until such discharge papers are submitted.
37. All monuments in Pine Haven's Veteran's Section must be the same size and color. The monuments must be not more than 3 feet long, no more than 1 foot wide, and a height of 24 inches. The stones must be in a rectangular shape. Also, these stones must be gray or of a mottled gray color. There will be no exceptions to this requirement.

LOT AND GRAVE IMPROVEMENTS AND PLANTINGS

38. No lot or grave shall have an enclosure of any type, such as a fence, hedge, ditch or curbing.
39. Decorations and ornaments, such as Christmas trees, pumpkins, balloons, and spin wheel toys, are not permitted in the cemeteries.
40. Planting in a cemetery is limited to annual plants and flowers placed in an area in front of a monument that is not more than twelve inches deep by the width of the monument. In special cases, the Manager of Cemeteries may authorize, as an exception, the planting of a tree, shrub or plant, where such planting does not interfere with traffic and access and the proper maintenance of the cemeteries. The Town and Cemetery Division accepts no responsibility for such flowers or plants.
41. Cut flowers and/or potted plants may be placed on a grave, but will be removed by cemetery personnel after two weeks, or sooner, if such flowers or plants have become unsightly or unattractive.
42. Anything that is hazardous to maintenance workers, cemetery employees, or machines, such as marble chips, gravel, rocks, wire pot holders, etc. is prohibited on lots and grave sites in the cemeteries.
43. Metal or plastic flower holders may be hung from, or placed on monuments.
44. The Manager of Cemeteries may authorize the removal, transfer, cutting, or pruning of any tree, plant, or shrub, after a reasonable attempt has been made to notify the owner of any such proposed removal or transfer from a lot or grave site.

USE AND TRAFFIC REGULATIONS

45. Trespassing on private or ornamental areas, or placing anything on the same, or taking anything there from, without the consent of the owner or the Manager of Cemeteries is prohibited.
46. Recreation uses and activities such as sledding, skiing, sliding, snow boarding, ball playing, and the like, and vehicles such as snowmobiles, mini bikes, dirt bikes, bicycles, motorcycles, skateboards, and the like, and leashed and unleashed dogs or other domestic animals, are not permitted in the cemeteries, with the exception of dogs or animals that assist persons with sight, hearing, or other impairments, or dogs that are part of an authorized ceremony.

47. The sale of refreshments, foods, novelties, and similar items is prohibited in the cemeteries.
48. No person, unless specifically authorized by the Manger of Cemeteries, shall gather flowers, nor remove, cut or otherwise deface any tree, plant, shrub, structure or monument within a cemetery.
49. Loitering and public drinking is prohibited in a cemetery. See Art. XI, Sec. 22 Town of Burlington By-Laws.
50. No firearms are permitted in a cemetery, with the exception of those to be used in an authorized military or memorial service or ceremony. The Manager of Cemeteries shall be notified at least twenty-four hours in advance if firearms are to be brought into and used in a cemetery. This prohibition does not apply to a police officer, on or off duty.
51. Through vehicular traffic is prohibited in a cemetery unless specifically authorized by the Manager of Cemeteries.
52. No person shall operate a motor vehicle at speeds in excess of the posted limits in a cemetery. See Art X, Sec. 11, Town of Burlington By-Laws.

GENERAL REGULATIONS, EXCEPTIONS AND APPEALS

53. No Town employee or official shall receive any free or gratuity from any person for, or in consideration of, any cemetery use or activity, except for standard charges or fees which are to be paid to the Town of Burlington.
54. In special instances, when the spirit and intent of these rules and regulations will not be violated, the Manager of Cemeteries may authorize exceptions to these rules and regulations. If appropriate, general and special notices will be issued, and a public hearing may be held, prior to the authorization of any such exception. In any event, no exception shall be authorized, unless and until ten days have passed, following written notice given to the DPW Superintendent and the Cemetery Oversight Committee of the proposed exception requested.
55. Any lot or grave owner, or person in interest, who is aggrieved by any action of the Manager of Cemeteries, may appeal such action the DPW Superintendent, who may concur with or reject the authorization of such exception. If the matter has not then been resolved, the exception request may be further appealed to the Town Administrator, who may concur with or reject the authorization of such exception, and who decision in the matter shall be final and binding on all parties.