

Permanent maintenance will be provided by the Town of Highlands as part of the purchase price of the plot. Trust Funds or Endowment Funds for the care and maintenance of specific plots will not be accepted.

GROUNDS REGULATIONS

The owner(s) of plots and their families and friends shall be allowed access to the grounds, observing the rules which are or may be adopted for the regulation of visitors.

The grounds are open daily. Vehicles must be driven carefully, for the protection of pedestrians and equipment, and only on roadways. The speed limit of 10 miles/06 kilometers per hour will be enforced. Vehicles shall not be left unattended on any roadway, except during the term of an interment ceremony, but shall be parked in designated parking spaces. Pedestrians shall limit themselves to walking on roadways or walkways designated for that purpose.

Basket and picnic parties are prohibited on any part of these grounds. Visitors are reminded that these grounds are appropriated for the interment of the dead. It is, therefore, indispensable that there should be strict observance to the privacy of all properties.

No signs of any nature will be permitted in the cemetery unless authorized by the Town in writing. Advertising or soliciting business in any form will not be permitted. A person actually doing such advertising or soliciting, as well as his employer, may be prohibited from entering the Cemetery for any purpose whatsoever.

No animals of any kind, including pets, shall be led or taken onto the cemetery unless continually confined to an enclosed vehicle.

All persons are prohibited from writing upon, scratching, defacing or injuring any monument, corner stone or other structure in or belonging to the cemetery.

All types of removal of sod and digging of holes is prohibited unless otherwise herein provided. Digging for the purpose of interment, corner stones and/or monument erection shall be by permission from the Cemetery Administrator of the Town of Highlands, and any other work that authorized persons may wish to do is under the control and direction of the Town of Highlands Superintendent of Highways.

INTERMENT REGULATIONS

All plots must be paid for before any permission for interment or monument erection will be approved.

Requests for interment must be acceptable to the Cemetery, and requested by the plot owner(s) or acknowledged duly authorized representative. Initial information for interments will be taken by telephone and preparation started.

Permits, affidavits or other acceptable forms may be required at the option of the Town or duly authorized employee responsible for approving such a request and must be duly completed and signed before interment can take place.

When a request is made to open a grave for any person other than an owner, or spouse, parent or child of an owner, or someone who has been given the right of interment by designation, all of the owners may be requested to sign the interment order of the designation. In the case of a designee, the original designation will be left with the Town of Highlands with a copy of the interment order.

All graves shall be excavated to a depth of approximately six (6) feet to allow for at least two (2) feet of earth cover over the vault and casket interred.

All interments must be made in concrete grave liners or concrete vaults.

All graves are prohibited from being mounded; earth cover shall be level with surrounding landscape upon completion of burial and thereafter. All excess soil and other spoils will be removed.

No second interment in a grave in any plot is permitted except under unusual circumstances and as allowed by the Superintendent of Highways, Town of Highlands or other authorized Town Employee. However, two interments of cremated remains are allowed in a single grave. Scattering of cremated remains on a plot or grave is prohibited.

A body interred in a plot in a cemetery may be removed with the consent of all of the following survivors of the deceased: spouse, children over age 21 and parents. If the consent of any surviving person or of the cemetery cannot be obtained, permission from the County Court or from the State Supreme Court in the Judicial District where the cemetery is situated shall be sufficient. Orders for disinterment must be in writing.

MONUMENT REGULATIONS

All plots must be paid for before any permit for monument work will be approved.

Only one monument will be allowed per plot and must be located at the head and center of the plot. A double plot shall consist of two burial sites. A single plot shall consist of one burial site.

All memorial work must be of natural stone of approved quality, standard bronze or some equally strong non-corrosive and durable material approved by the Town of Highlands, and must be provided with concrete foundations. The foundation for upright monuments shall be dug to a depth of 48". The foundation must be at least the full size of the super-structure, and be finished off at such level as will permit the cut stone work to be set at least two inches below the surface of the sod at all times. All bases must be at least 8" rough pointed. No monument can have a die of less than 6" thick or a base of more than 14" or a

length of more than 60 inches on a double plot, nor more than 30 inches on a single plot. The height of the base and monument may not exceed a total of 42" from the original ground level of the plot. When a monument is placed on the plot, corner posts may also be placed on the plot or grave, if not already installed. All corner stones are to be flush with the natural ground. Corner stones must be 6" square, straight on all sides with a recessed letter indicating the family name of plot owner. If installed, one corner stone must include the cemetery row and column numbers appropriate to the plot.

All government markers for veterans must be flush to the ground and must meet the same quality requirements as set forth for monuments.

No painting, coloring (including lithochrome lettering) or bronzing of letters on monuments or markers will be permitted.

GARDENING/LANDSCAPING REGULATIONS

No "blanket" plantings of ivy, myrtle, trees or any other vegetation or material such as stones, imitation stones, gravel or concrete will be allowed as a grave cover, partial cover or curbing. Decorative or ornamental flowers may be planted within 12" from the front of the head stone. Only grass grown from the propagated by seed will be allowed.

One sunken flower vase of non-corrosive metal or plastic will be permitted for each grave for the containment of cut flowers, providing the top of such vessel is flush with the current ground level. Metal, glass or wood covers and wire arbors, glass vases, vigil lights, flower receptacles and other embellishments or decorations are forbidden and will be removed. Artificial flowers are prohibited at all times, and will be removed as soon as discovered.

All types of urns or flower stands are prohibited unless they are part of the monument and made of non-corrosive metal or natural stone.

Statuary is prohibited unless part of a monument.

The marking of graves with iron, wood, wire enclosures, cement markers and toys as well as trellises, tripods, standing vases, etc. is prohibited.

Fall and winter decorations will be removed on March 1, and spring and summer decorations on November 1 of each year including those fastened to monuments or markers. Flower forms, plants, cut flowers and flags may be removed from lots and disposed of as soon as they have begun to fade, during the course or regular Permanent Maintenance Operations, or in the opinion of authorized Cemetery personnel, have become objectionable. It will be the sole responsibility of the plot owner and their families wishing to retain decorations to remove them in a timely manner if they are to be saved.

Anyone ordering flowers is to direct the florist to the Row, Column and Grave as well as the name of the plot owner and deceased so that the flowers are delivered to the correct grave.

Trees, plantings or flowers located throughout the cemetery, other than the grave site(s) you are authorized to attend, must not be removed without the specific permission of the Superintendent of Highways.

Gardening tools, watering cans and the like must not be left on graves, roadways or walkways; if found, authorized personnel may remove them.

All refuse material must be removed immediately from plots and placed in containers or areas which may be provided for this purpose. Refuse material must not be deposited, even temporarily, upon graves or open spaces. Any planting which, in the opinion of the Town of Highlands Superintendent of Highways, becomes unsightly, overgrown or dangerous through neglect, or add unduly to the expense of maintaining the Cemetery may be removed after 15 days notice, by certified mail, to the last known address of the plot owner.

Maintaining a cemetery is difficult and expensive. The Gardening/Landscaping and Monument Regulations are designed to achieve the economy of periodic mowing operations in as straight a line as possible throughout the cemetery. We, therefore, ask you help in eliminating obstacles to straight-line mowing to control costs while maintaining a good appearance.

**BY ORDER OF THE TOWN BOARD
TOWN OF HIGHLANDS
DECEMBER 1989**

Revised 3/90
Revised 2/91
Revised 2/92
Revised 6/93

Attachment:

There is a Town appointed Grave Digger and he is the only authorized contractor to perform excavation and foundation preparation for the placement of monuments in the cemeteries. Suppliers and vendors of monuments must be advised to contact the Grave Digger when accepting an order for this service and arranging installation. The agreed upon fee charged will be paid directly to the Grave Digger by the supplier, vendor or person(s) ordering the work.

This fee schedule becomes effective 1 July 1993 and pertains to all cemeteries in the Town of Highlands under the control of the Town of Highlands Cemetery Committee and is subject to change without prior notice.