

Branford Center Cemetery

Founded 1645



BY-LAWS

RULES AND REGULATIONS

BRANFORD CEMETERY ASSOCIATION

Welcome to Branford Center Cemetery. The cemetery was established in 1645 by English settlers as the town's first burial grounds. The cemetery is an active non-denominational burial ground. The cemetery has been a centerpiece of the Town from its earliest days and includes the gravesites of generations of Branford families, many of whose descendants still live in Branford. The cemetery is open to all, and hosts people from places around the country and the world. Many of the graves are those of veterans from the revolutionary war and later conflicts.

The cemetery provides a unique setting among its landscaped hills as well as stunning views overlooking the Branford River and welcomes visitors to enjoy its natural beauty. The cemetery is rich in historic monuments that reveal nearly 400 years of the Town's history. We encourage you to take a short walk and read a few of the epitaphs on these memorials. They are messages from our past that speak to the present.

For information regarding gravesites, please contact us.

You may view our website at branfordcentercemetery.org or e-mail us at info@branfordcentercemetery.org. We can be reached by telephone at 1-475-308-0770. Our mailing address is Branford Center Cemetery, P.O. Box 146, Branford, Connecticut, 06405.

Sincerely,

The Board of Directors

Branford Center Cemetery

Rules and Regulations

As owner of a plot, you are a member of the Branford Cemetery Association. As such, you are subject to the following rules and regulations of the cemetery.

All who enter the cemetery are reminded that the cemetery is sacredly devoted to the deceased and that a strict observance of all propriety due such a place shall be required of them.

General

Cemetery hours---Sunrise to Sunset.

No planting of evergreens, trees, shrubs, or bushes.

No artificial flowers, or fences.

No glass, metal, hanging baskets or ceramic containers.

No children under 18 unless accompanied by an adult.

No pets allowed, except dogs on leashes with the person responsible for picking up after the dog.

Rules and Regulations

1.The Board of Directors must approve all interments, removals, monuments and foundations. The suitability of and the placement of stones are subject to the approval of the Board of Director and/or its designee.

2.Full Grave Plots. Each lot or grave shall be used solely and exclusively for the burial of human beings only. Only one body shall be interred in a grave, except an adult and an infant or two children in one casket. Each lot or grave may have one adult in a casket and vault with 2 cremains in individual containers. Alternatively, each lot or grave may be used 4 sets of cremains provided there is no casket and vault. No interment shall be made or placed in a vault prior to the Association's receipt of the proper burial permit and the proper burial fee.

3.Cremation Plot. Each lot or grave shall be used solely and exclusively for the burial of human cremains. Each cremation plot may contain no more than two sets of cremains.

4.Burial Vaults of concrete non-corrosive metals or other durable materials of the guaranteed type are required. Wooden over-boxes are not permitted. All remains must be in caskets and proper vault size required for use in Branford Center Cemetery. They shall not exceed ten feet by thirty-six inches. Vaults must withstand deterioration and must support ground and equipment pressures from above.

5.Cremains must be buried in an urn or durable containers.

6.Twenty-four hours' notice must be given for the opening of a grave in the six summer months (May-October) and forty-eight hours' notice for the opening of a grave in the winter months (November through April).

7.Burials on Saturday, Sunday or any Holiday shall have an extra charge for the opening and closing of a grave.

8.No interment or disinterment shall be made without a proper burial certificate or permit for disinterment. Disinterment must be made by Branford Center Cemetery and/or its designee.

9.No interment shall be permitted in any lot in the cemetery unless the applicant has clear title to the lot, free from any indebtedness to the Association.

10.All internments shall be restricted to members of the immediate family or the owners. Where the interment of any other person is desired, the owner or his representative shall file written permission with the Association and such permission shall not be for renumeration.

11.All internments shall be made in accordance with Federal and/or State of Connecticut law.

12. The erection of monuments or markers, the location, size material, design, construction and color of such monuments or markers, and of any other structure, implement or planting placed or used in the cemetery shall be subject to approval by the Board of Directors. Only one upright monument (stone) allowed per plot. Footstone markers allowed directly over cremains are not to exceed 24" wide by 12" deep and must be contained within the boundary of the grave lot.

13. No enclosure of any nature such as fences, copings, steps, hedges or ditches shall be allowed around any lot. There is an exception for fences, for religious reasons, provided they are approved by the Board of Directors.

14. Grave mounds are not permitted, and no lot shall be raised above the established grade.

15. Foundations of all monuments or markers are to be laid to a minimum depth of three feet by workers employed by a contractor authorized by the Board of Directors.

16. All monuments or grave markers shall be made of granite. Flush markers or flat stones may be granite or bronze. All Stones and monuments must have a foundation. Adding additional statuary on top of or adjacent to the monument is not allowed. Such materials shall be removed.

17. All cornerstones must be level with the grade of the lot and set by a contractor authorized by the Board of Directors.

18. The Board of Directors or those in charge of the grounds, have the right to enter upon each lot for the purpose of removing any shrub, evergreen, flower or anything becoming unsightly or to remove any branches or roots.

19. All work in the cemetery must be done by workers authorized by the Board of Directors. All workers must suspend work during an interment until the conclusion of the service.

20. Every certificate or deed of lot will be subject to such rules and regulations as may from time to time be determined by the Board of Directors. No sale

or transfer of any lot, or part of a lot, shall be valid without approval of the Board of Directors.

21. The right to alter or change the walks, streets, avenues, or unsold lots is reserved to the Branford Cemetery Association only.

22. Reasonable precautions will be taken by the Association to protect all private property of lot holders from loss or damage, but it disclaims all responsibility for loss or damage from causes beyond reasonable control, such as acts of thieves, vandals, rioters, and weather-related matters. The Association assumes no responsibility for loss or damage to any item placed at a gravesite.

23. No permission shall be given for the opening of any grave, laying of foundation or any other work to be done in any lot or grave unless such lot or grave is free of all liens, assessment, or indebtedness of any kind to the Association.

24. No lot or internment space may be sold privately by lot owners.

25. The price of lots includes perpetual care and vary according to location or size. Lots may be purchased on convenient terms as determined by the President/Sexton, but internment shall not be made in any lot where the lot is not paid in full.

26. Enhancing of graves shall be limited to the planting of annual flowers up to 1-foot inches in front of the stone between March 15th and November 15th. Such decoration must be removed by October 31st. No grave blankets or artificial flowers shall be permitted in the cemetery at any time. Grave pillows, wreaths, and small boxes are allowed from, November 15th through March 15th. All winter decorations must be removed by March 15th. If you wish to save your decorations, kindly remove them consistent with the above dates. All unauthorized decorations or plantings may be removed at the discretion of the Association.

27. Flags shall be permitted on the graves of veterans to commemorate Memorial Day and Veterans Day. Approved flag holders may be located as directed by the Association. No flag other than the American Flag may be flown.

28.No advertising of any kind is permitted on any lot or grave.

29.No firearms, refreshments, intoxicating liquors, drugs or narcotics or food stuff shall be brought into the cemetery without the permission of the Board of Directors. Firearms may be used and discharged for a military funeral or in connection with an approved patriotic service.

30.All waste or rubbish shall be deposited in the proper receptacles placed on cemetery grounds.

31.Visitors or lot owners are prohibited from plucking or carrying away any flowers, either wild or cultivated and shall not break down or deface any shrub, plant, or tree.

32. Driving of any vehicle within the cemetery at a rate more than 10 mph is prohibited. Vehicles are not permitted on any lawn areas.

33.Funeral processions upon entering the cemetery shall be under the control and subject to the directions of the Association.

34.All persons visiting any lot shall respect the solemnity of the cemetery, and no loud noises or disorderly conduct or picnicking shall be permitted upon any road, walk or path or any portion of the cemetery grounds.

35.Any person loitering or disturbing the quiet and good order of the cemetery property shall be compelled to leave the grounds.

36.Memorials ownership. All memorials are the property of the lot owner, and it is their responsibility to cover repairs or damage for any reason. Lot owners are encouraged to list the memorials under their homeowners' insurance policies.

Branford Center Cemetery

By-Laws

Article I

Section 1. Association

The association shall consist of the owners and family members of the owners of Lots in Branford Center Cemetery, who shall hereinafter be referred to as Lot Holders. There shall be a Board of Directors consisting of no less than 7 and no more than 11 Lot Holders. In Lot Holders meetings, the ownership of a plot or plots shall entitle the owner thereof to one vote only.

Section 2. Annual Meeting

There shall be an annual meeting for Lot Holders held in March of each year or within 30 days thereafter.

Section 3. Notice of Meeting

Notice of annual or special meetings of this Association shall be given by publishing a notice thereof in a local newspaper, at least five (5) days before the time and date of such meeting. The notice shall state the reason for the meeting.

Section 4. Board of Directors/Officers

The officers of this Association shall be lot holders and members of the Board of Directors. They shall consist of a President, a Vice-President, a Secretary, a Treasurer and an Assistant Treasurer. The officers shall be elected annually at the March meeting.

Section 5. Reports

At the annual meeting of the Association, the Treasurer shall make a full and detailed report in writing of the financial condition of the Association for the previous calendar year. A report shall also be provided by the President.

After reading and acting upon such reports, the Lot Holders shall elect officers for the ensuing year.

Section 6. Special Meetings

Upon written application of ten (10) or more lot holders, requesting a special meeting, the President shall call such meeting. The meeting shall be noticed in accordance with Article I, Section 3.

Section 7. Original Meeting House Grounds

The Original Meeting House Grounds shall not be disturbed unless approved by a two-thirds vote of the Board of Directors.

Section 8. Quorum

A minimum of fifty percent of the members of the Board of Directors shall constitute a quorum at any meeting of the Association.

Article II

Section 1. By-laws

The By-Laws of the Association may be altered or amended by a two-thirds vote of the Board of Directors at any meeting called solely for that purpose.

Section 2. Rules and Regulations

The Board of Directors shall prescribe rules and regulations for the operation of the cemetery. A copy of the By-Laws including the rules and regulations will be issued to lot owner(s) when presented with the deed.

Section 3. Seal

The seal of this Association shall be circular with the words "Branford Center Cemetery."

Section 4. Fees

The Board of Directors shall be responsible for determining the prices of lots, fees for the grave openings, foundations, and upkeep of grounds.

Section 5. Investment Fund

The Board of Directors of the Association shall manage the cemetery investment fund.

Section 6. Perpetual Care

Perpetual care means filling, turbing, seeding, mowing, trimming, raking and cleaning of the grounds as required at reasonable intervals, and other work as may be necessary to keep the grounds in presentable condition. In addition, perpetual care includes the repair and maintenance of the buildings, roads, walks, hedges, shrubs and other property of the cemetery. Perpetual care does not include repair or replacement of any monument.

Section 7. Deeds

Deeds of the association shall be executed by any of the elected officers. Subject to the law of descent and distribution relating to personal property, the Board of Directors shall have the power to resolve all issues relating to ownership in the Branford Cemetery Association.

Article III

Section 1. Grounds

The Board of Directors shall be entrusted with overseeing the improvement of the grounds, the location and disposal of the lots, and such other agents or employees, and such committees as are required by these by-laws, or are deemed necessary to conduct the business of the Association. The President shall be an ex-officio voting member of all committees.

Section 2. Vacancies

Any vacancies on the Board of Directors may be filled by a vote of the remaining members of the Board of Directors.

Section 3. President

The President shall preside at all meetings of the Board and act as a liaison to the Board to ensure the Board's duties, directives, and resolutions are carried out. The President shall exercise and perform such other powers and duties as may be from time to time prescribed by the Board. The President may perform the duties of the Sexton, although such duties may be delegated by the President or the Board of Directors.

Section 4. Vice President

The Vice President serves as a backup leader to the board president. The Vice President assists with the President's duties and completes special duties as requested.

Section 5. Secretary

The Secretary shall keep a record of the acts, votes, minutes and other proceedings of the Association. Such documents shall be kept on file.

Section 6. Treasurer

The Treasurer shall have the custody of all the cemetery's operating accounts, belonging to the Association, and shall keep all funds in an authorized Bank or Trust Company. The Treasurer shall pay the bills and shall file all originals or copies of these bills and receipts. The Treasurer shall provide a written statement of the cemetery's finances at all regularly scheduled meetings. The Treasurer shall ensure that all required tax forms are filed.

Section 7. Assistant Treasurer

The Assistant Treasurer shall oversee the Association's Investments. The Assistant Treasurer shall provide a statement of the Association's investments at all regular meetings. The Assistant Treasurer serves as a backup to the Treasurer.

