

Town of Bristol New Hampshire  
CEMETERY TRUSTEES  
5 School Street, Bristol, New Hampshire  
(603) 744-3354

## **BRISTOL CEMETERY TRUSTEES**

### **Historic Cemetery Volunteer Program**

#### **Rules & Regulations**

There are six (6) cemeteries we are looking for volunteers to help with cleaning and basic maintenance. Periodically, the Cemetery Trustees host a Site-Workday for this maintenance. If you or your organization would like to volunteer for this project, please contact the Town of Bristol Cemetery Trustees. We will add you to our list of volunteers and notify you of upcoming Site-Work days or work with your organization to arrange a specific workday for your group.

#### Contact:

Bristol Cemetery Trustees, Chair

Richard LaFlamme

Phone: (603) 455-5264 – Home or (603) 744-3354 – Bristol Town Hall

Email: [dickie752@gmail.com](mailto:dickie752@gmail.com)

Adoption Rules and Regulations and procedures for cleaning these cemeteries.

#### **Rules and Regulations:**

1. All volunteering individuals or organizations must sign a Release and Waiver - Volunteer program form, which is required.
2. All Site-work at any of the Bristol Historic Cemeteries is to be performed under the on-site guidance of at least one of the Bristol Cemetery Trustees or a representative appointed by a Bristol Cemetery Trustee.
3. The Bristol Cemetery Trustees will have final approval on all cemeteries.
4. Participants must be at least 8 years of age.

5. Persons below the age of eighteen (18) must be accompanied by a Trustee or appointed representative while in the cemetery.
6. All volunteers must be supervised by a Cemetery Trustee or an appointed representative while inside the cemetery to prevent damage to gravestones, fencing, stonewalls, flag holders, etc. within the cemetery boundaries.
7. Cemetery grounds are sacred ground. Cemeteries **ARE NOT** an appropriate place for play, picnics, parties, or entertaining activities.
8. Similarly, Historic Cemeteries are not an appropriate place for domestic animals. All domestic animals (e.g., dogs, etc.), brought to any Bristol Town Cemetery, must be under the control of its owner at all times and, ideally, on a leash. It is required that owners pick up any waste that may be left behind by their animals.
9. State Law prohibits any person from writing upon, defacing, or damaging any monument, stone, marker, or structure in, or belonging to, the Town.
10. No “rubbings” to markers, stones, structures, or monuments are to be done without written permission from the Town of Bristol Cemetery Trustees, as rubbings can create damage to the delicate surface of old stones.
11. All visitors to the cemeteries will adhere to the New Hampshire rules and cemetery etiquette:
  - a. Take only photos, leave only footprints.
  - b. Do not touch memorials or artifacts.
  - c. Do not bring alcohol, weapons, or entertainment items into any cemetery.
  - d. Show respect for the deceased.
  - e. Supervise your children and teach them to respect the deceased.
  - f. Keep pets under control and clean-up after them.
  - g. Promptly report suspicious activities or vandalism to local authorities and the Town Hall as soon as possible.
12. Commercial organizations cannot display any product I.D., address, or phone number(s).
13. All individuals, as well as organizations must receive prior approval before participating in the Bristol Cemetery Volunteer Program.

## **Program Safety**

To keep volunteers safe, please remember the following:

1. Pants instead of shorts
2. Closed-toed footwear (no flip flops)
3. Hats for sun protection, sun block, etc.
4. Gloves (any time hand work is encountered – landscaping, gardening, raking, etc.)
5. Eye, ear protection when required (around mowers, saws, trimmers, blowers)
6. Any other PPE (Personal Protection Equipment) needed to complete the job
7. First aid kit where volunteers are working
8. Known allergies of volunteers (like bee stings, poison ivy, etc.)
9. At least one first aid certified person on site

## **Procedures for Cleaning the Cemeteries**

1. The Bristol Cemetery Trustees will define the burial boundaries; limitations of clean-up; unusual features such as fieldstone marked graves, brick lined borders (if any), depressions, etc.
2. There is to be **NO** subsurface disturbance at any time within the established boundaries and buffers of the cemetery.
3. There is to be absolutely **NO** disturbance of any headstones, whether they are carved headstones, or fieldstone markers, brick, or stone borders, unless directed by and under the supervision of a Bristol Cemetery Trustee.
4. Small trees or shrubs will be identified and marked by a Cemetery Trustee and removed by Town Maintenance and not by the volunteer(s).
5. Methods for removing of obnoxious weeds and vines will be shown to the clean-up group by the Cemetery Trustees. The climbing vines and those with runners will be snipped into short sections and carefully pulled. They **MUST NOT** be yanked in long runners, as they can upset a fieldstone or rock/brick border.
6. No repair, removal, replacement or addition of fences or other means of enclosure will be allowed in any of the Bristol Town Cemeteries.

7. Location of graves will be marked, or otherwise identified, by either a Cemetery Trustee or an appointed Town representative to avoid damage during clean-up.
8. Please maintain an attitude of respect for those persons who are buried in these cemeteries. **DO NOT** sit on headstones. **NO NOT** leave paper, food, or any other trash on/at these sites.
9. The following tools, supplies and equipment **WILL** be acceptable for use in the cleaning procedures:
  - Leaf blowers
  - Leaf rakes
  - Lopping shears/cutters
  - Hand trimmers (i.e., rose trimmers)
  - Plastic bags or containers (for leaf collection)
10. Tools and equipment that can potentially disturb the stones or underlying earth foundation **ARE NOT** to be used. This means:
  - No tractors or heavy equipment
  - No rototillers
  - No trowels
  - No shovels
  - No steel tooth rakes
  - No chain saws (Only by Town Maintenance)
  - No garden digging tools

### **SUGGESTIONS FOR CLEAN-UP GROUPS:**

Do take time to read the inscriptions on the Headstones (if there are any there), record the information from the stones and describe the style (square, rectangle, obelisk, etc.) and material they are constructed from (granite, marble, fieldstone and/or slate). Lookup the name in the local history and genealogical books available at our local and county libraries and learn a little about these early residents of Bristol and surrounding communities. Read about the burial customs used during the time of their death/demise. The Bristol Cemetery Trustees will greatly appreciate copies of any reports of information gathered. This information will be put on file with the official documentation concerning the referenced cemetery site.

Our Cemeteries are a non-renewable cultural resource. So, let us take care of these unique pieces of history and please take pride in yourselves for having cared enough to help those who came before us and were the early settlers of this place where we live called Bristol.

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Richard LaFlamme, Chairman

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Cheryl Cizewski

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Cade Overton

Town of Bristol, Town Cemetery Trustees: \_\_\_\_\_

Date of Approval