



TOWN OF WENDELL

Board of Health

HOME CEMETERY STANDARD OPERATING PROCEDURES

Mass. General Laws (MGL) Chapter 114 sections 33, 34, 35 address the establishment of a cemetery.

Home burial in Wendell is recommended for family members, relatives, persons residing on the property or close personal friends. No financial compensation shall be paid for home burial plot.

LANDOWNER RESPONSIBILITIES

1. Fulfills the Board of Health permit application with site designation, GPS coordinates, a plan with detailed drawing of property with all measurements, corners, distances.
2. Hires state approved soil evaluator to test and determine Estimated Seasonal High Groundwater Elevation (ESHGW), witnessed by Board of Health agent.
3. Communicates with Conservation Commission about wetland evaluation and distances, which is a requirement of Conservation Commission.
4. Continue responsibilities below with #5

BOARD of HEALTH RESPONSIBILITIES

1. Identify all abutters.
2. Post legal notice (including date of hearing) in two local papers
3. Send notice by registered mail to all abutters at homeowner's expense, notifying them of date of hearing. Copies to: Dept. of Public Health, Division of Community Sanitation and Dept. of Environmental Protection
4. Board of Health shall hold public hearing
5. The Board of Health votes about approving the plot.
6. Board of Health contacts Department of Environmental Protection (DEP) re any water issues. Results of soil evaluation (ESHGW) and Conservation Commission evaluation sent to DEP with site coordinates.

LANDOWNER RESPONSIBILITIES cont

1. Notarized deed restriction with cemetery location recorded at registry of deeds (Greenfield) by owner at own expense. A certified copy is then filed with the Board of Health.
2. Before the Board of Health final approval, a site visit is required to confirm that four corners are "marked in a permanent manner."
3. Final approval by Selectboard.

Any family member, relative or friend can be buried in the approved site as long as there is no compensation or money changing hands.



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BURIAL PERMIT

Standard Operational Procedure

Family member should notify burial agent of the city or town (usually town clerk or board of health director) before death occurs, if possible.

- The Burial Permit (BP) is issued by the Town Clerk in Wendell, or by the Board of Health in the town where the death occurred.
- The family designee works with the city or town clerk to complete the electronic death record to give to the Burial Agent (who receives NO COMPENSATION).
- Must obtain the BP within 36 hours
- After the Burial, the family designee co-signs and returns it to the municipality

Transportation

- You can transport a body within the same town AFTER receiving a death certificate but before obtaining a Burial Permit
- Registered Nurse Pronouncement of Death Form (R-302) can be used to move the body initially, a "Death Certificate Medical Examiner Worksheet" signed by a physician is still needed
- If death occurs outside of the town where home cemetery is located a Burial Permit must be obtained BEFORE moving the body
- If you need to transport a body outside the state, you must contact health authorities for info regarding regulations in those states.

Preparing the Body

Move the body as rapidly as possible but you can keep a body in a cool room for 24 hours or use dry ice in lieu of refrigeration and maintained at a temperature between 34 – 39 degrees F or buried or cremated within 48 hours

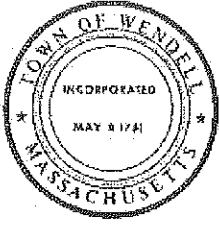
Wear rubber gloves, don't touch body fluids, make sure there is clean hygiene and handwashing.

Containers or natural fibers. Green burial recommendations are available online

(<http://greenburialcouncil.org/wp-content/uploads/2016/02/Basic-Tenets-for-Green-Burial-Cemeteries-2NEW.pdf>) or refer to the decedents request

Contacts

Town Clerk Wendell & Board of Health Wendell: 978-544-3395



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GREEN BURIALS
Standard Operational Procedure

For Wendell Cemetery burial, contact Cemetery Commissioners (elected for three year terms)

Contact: Joel Sears (as of 2016) home 978-544-7198 or

Town Clerk 978-544-3395 to get update on contact number

5 feet apart

3 1/2 feet deep

2 feet above estimated seasonal high water table (ESHWT)

1. Have SS #, birth certificate in order to fill out application for burial permit
2. Know in advance who you are going to alert, who will transport the body if necessary, who will dig the hole, wishes of deceased for burial options (fabric, cardboard, wicker, leaves, grave location, biodegradable casket online...)
3. Keep body on ice or dry ice under organs to provide less deterioration if necessary
4. Burial within 36 hours after death
5. Electronic Record submitted before burial approval granted