

**Administrative
Policy and
Procedure**

**Select Board
Braddish and Pine Grove Cemetery Policy
Approved: May 27, 2025**

PURPOSE:

The purpose of this policy is to maintain the historic character and nature of Second Cemetery (Pine Grove Cemetery) and North Cemetery (Braddish Cemetery).

POLICY:

It shall be the policy of the Town of Upton, working through the Department of Public Works, to maintain the historic character and nature of the Second Cemetery (Pine Grove Cemetery) and North Cemetery (Braddish Cemetery) through ceasing the sale of new cemetery plots at both cemeteries and by requiring previously sold lots to meet design standards as may be developed by the DPW Department in consultation with the Historical Commission.

APPLICABILITY:

Second Cemetery (Pine Grove Cemetery) and North Cemetery (Braddish Cemetery).

IMPLEMENTATION PROCEDURE:

1. Ceasing of Sale of Lots: Effective the date of the adoption of this policy, the sale of cemetery plots shall no longer be permitted and DPW Staff will deny any request for purchase of new plots.
2. The DPW Director, in consultation with the Historical Commission and approval by the Select Board, shall adopt and post on the department website design specifications for new burials, including monuments, that reflect the historic nature and design of Second Cemetery (Pine Grove Cemetery) and North Cemetery (Braddish Cemetery).

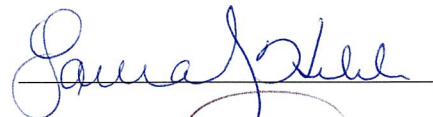
REGULATORY / STATUTORYS REFERENCES:

The Department of Public Works was established as part of a Special Act pursuant to Chapter 263 of the Acts of 1989 – An Act Establishing a Department of Public Works (DPW Act) in the Town of Upton. Section 2 of the DPW Act transferred all powers and duties vested by general law or bylaw of the Cemetery Commission to the department, except for those contained in Section 5. The DPW Director shall develop and regularly update policies addressing the administration and function of cemetery operations.

APPROVED BY:

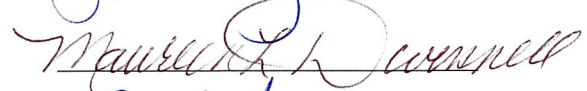
Select Board, Chair:

Laura J. Hebb



Select Board:

Maureen A. Dwinell



Select Board:

Brett A. Simas



Original date: May 27, 2025.

Revised date: