MONUMENTS AND MEMORIALS BYLAW

[HISTORY: Adopted by Annual Town Meeting May 13, 2019, Article 25; Approved by the Attorney General October 3, 2019]

Section 1. Purpose.

The purpose of the Memorials and Monuments bylaw is to standardize administration and the treatment of memorials, monuments, and historical makers within the Town of Dunstable.

Section 2. Definitions.

a. Memorial. A monument or ceremony, which honors a person who has died or serves as a reminder of an event in which many people died.

b. Monument. (1) A building, statue, stone, marker etc., which honors a person or event; or (2) a building or place that is important because of when it was built or is of historical significance.

c. Historical Marker. A plaque or sign erected at historically significant locations, facilities, or buildings. The marker may be free standing, mounted, or affixed to an existing structure.

d. Memorials and Monuments Committee. A public body with duties set forth in this bylaw, consisting of five (5) members appointed by the Board of Selectmen.

Section 3. Designation.

The memorialization of a person or an event shall have a direct connection to the Town of Dunstable. Topics suitable for memorialization shall include service in the

armed forces in time of war, conflict, or other national emergency; personal accomplishments including national elective or national appointed office; receipt of notable national or international awards; discoveries of unique and lasting contribution to the Commonwealth or Nation; or recognition of disaster or significant calamity in which the loss of life occurred within the Town of Dunstable or directly affecting its residents.

Section 4. Location.

No person, organization, or other organized body of persons, or corporation to include any Town board or committee or department shall install, construct, or emplace a memorial, monument or historical marker on public land without the prior approval of the Board of Selectmen after recommendation from the Memorials and Monuments Committee. This provision shall not apply to the public lands under the jurisdiction of the Dunstable Cemetery Commissioners.

Section 5. Application.

a. Any person, organization, or corporation desiring to install, construct, or emplace a memorial, monument, or historical marker on Town public lands shall submit an application containing required information specified by the Memorials and Monuments Committee.

b. The application shall include details and information about the person(s) or event designated for commemoration.

c. No application for installation, construction, or emplacement of a monument, memorial, or historical marker shall be considered by the Memorials and Monuments Committee until at least five (5) years have passed since the death of the person(s) or past the date of event of commemoration.

i. Exception: At the discretion of the Memorials and Monuments Committee, the moratorium period of 5 year may be waived.

d. The Memorials and Monuments Committee shall conduct a public hearing not less than 60 days following memorial application receipt. The Memorials and Monuments Committee shall publish public hearing meeting minutes. The Memorials and Monuments Committee shall evaluate and decide on the application within 60 days from completion of public hearing(s).

Section 6. Communications.

The Memorials and Monuments Committee shall identify applicable departments, committees, and boards, which may have interest or jurisdiction regarding

the placement of monuments or historical markers. The Memorials and Monuments Committee shall consider their inputs in the application review process.

Section 7. Monument Construction.

Monuments shall be constructed of materials, which are naturally consistent with the intended locale. These materials include stone, metal, or wood. Materials of durability and serviceability of 50 years or greater is preferred. The Memorials and Monuments Committee shall consider the specification of the type, quality, and durability as well as the aesthetic suitability for memorials or monuments in the application evaluation process.

Section 8. Memorial Retirement or Relocation.

The Memorials and Monuments Committee shall make recommendations to the Board of Selectmen for any adopted memorial or monument which:

a. Shall be retired and removed from the public land.

b. Shall be relocated or moved from one public parcel to another.

c. When a Memorial, Monument, or Historical Marker as defined in Section 2 is recommended to be permanently removed or permanently relocated upon recommendation of the Memorials and Monuments Committee and the Board of Selection such removal or relocation shall not take effect until approved at a Town Meeting.

Section 9. Memorial Inventory.

a. The Memorials and Monuments Committee shall maintain a list of all permanent memorials, monuments, and historical markers on public lands.

b. The Memorials and Monuments Committee shall inventory the adopted Town monuments, memorials, and historical markers on a 5-year basis and report the memorial's condition and any recommendations for maintenance or repair to the responsible Town entity no later than September 1st.

c. Items not found on the Memorials and Monuments Committee adopted inventory shall not be recommended for upkeep or maintenance.