

CEMETERY COMMISSION MONTHLY MEETING
DONN B. GRIFFIN ROOM, TOWN HALL
732 MAIN STREET
TUESDAY DECEMBER 21, 2021 AT 9:00AM

- I. CALL TO ORDER
- II. APPROVAL OF THE MINUTES DECEMBER 15, 2021.
- III. CORRESPONDENCE FROM TOWN HALL & ASSOCIATIONS
 - A. OTHER BUSINESS.
- IV. OLD BUSINESS
 - A. Rules and Regulations Review.
 - B. OTHER OLD BUSINESS.
- V. NEW BUSINESS
 - A. BILLS:
 - B. OTHER BUSINESS.
- VI. DATE AND TIME OF NEXT MEETING
- VII. ADJOURNMENT

AUTHORIZED POSTING OFFICER:

POSTED BY: _____
TOWN CLERK

DATE: _____

Harwich Cemetery Commission

Rules and Regulations of Harwich Cemeteries

I. Rules

1. Town Cemeteries are open daily from dawn to dusk.
2. No vehicle shall be operated in any part of the cemeteries and at speeds no faster than 10 MPH. Violators will be subject to a speeding fine.
3. Recreational motorcycling, roller skating, skateboarding, and/or any other types of similar recreational sports are prohibited. The Town is not liable for any injuries sustained by any person participating in a recreational activity within Cemetery property. Any activity that encroaches on individual lots or graves is prohibited.
4. Any person disturbing the quiet and/or order of the grounds by loud noise, speeding, or other improper or disorderly conduct, or who shall violate any of these rules, will be removed from the grounds and such person will be dealt with as provided by law. The entrance of any intoxicated person is prohibited.
5. No person shall remove, cut, break or mark any tree or shrub; or mark upon, deface, or injure any monument or structure on the grounds.
6. Gravestone repairs or rubbings require prior authorization of the Cemetery Commission or its designated agent. A copy of the Association for Gravestones Studies *Gravestone Rubbings Do's and Don'ts* will be provided.
7. Firearms shall not be discharged in the cemeteries, except for salutes at military funerals, Memorial Day, or Veterans Day.

II. Interments

1. Burial lots in the cemeteries shall be used for no other purpose than a place for the interment of the human dead including cremation remains.
2. No interment shall be made until the Cemetery Administrator or designee has been furnished with a burial permit and/or cremation certificate as required by law, together with a written order/interment form from the legal owner, or the legal representative of the right of burial in the lot in which interment is to be made. No grave shall be opened for interment or removal unless authorized by the Cemetery Commission and the area has been flagged by Cemetery personnel.
3. All interments shall be enclosed in a cement vault except. Infants shall require an approved container. Cremations shall require an urn or other permanent approved container.
4. Lot usage: In lots (4' x 10') one full burial and one cremation or four cremations. In cremation lots (4' x 3') two cremations.
5. Single Cremation in Harwich Center Cemetery. Lot usage is for one cremated remain for interment in this section (internment rights are from Plan of Land in Harwich (Center) "Proposed Cremation Section" map prepared by Harwich Engineering Department file # 1529-00.

III. Cemetery Lots

1. Cemetery personnel shall furnish, to those who desire to purchase rights of burial in lots or graves, information relative to the cost of the same and the conditions upon which interments may be made.
2. The owners of rights of burial, or their heirs, shall not sell the said exclusive right of burial other than to the Town of Harwich, as provided for under MGL Ch.114. Compensation will be no greater than the original purchase price.
3. Assignment of right of burial shall be arranged by first contacting the Cemetery Administrator. An assignment form needs to be completed, notarized and submitted to the Cemetery Administrator in order to ensure accurate recording of all assignments.

4. Upon the death of the title owner, a lot passes to heirs-at-law (MGL.Ch.114, s.29) unless specifically devised by will or trust (subject to Ch. 190, sec.3).
6. A full burial lot (minimum 4'x10') containing recorded remains, may, also, accommodate one cremation burial, provided the cremation remains be that of an heir-at-law or family member of the prior interred remains and be so certified and approved by the Commission.
7. Burial lots for the interment of any indigent resident Veteran are provided at no cost and are set aside for burials of Veterans residing in the Town at the time of their entry into service and /or at the time of their death verified by the Veterans Agent and subject to the approval of the Cemetery Commission.
8. Single grave space may be made available to the resident parents and without charge for the indigent, stillborn or very young infant within the Town at the time of death.
9. All work performed on graves or lots by the owners, or by their order, shall be performed only with prior authorization of Cemetery personnel in order to preserve as much as possible the natural appearance of cemeteries.
10. Maintenance of all plantings and maintenance and removal of all plantings and holiday arrangement placed by a lot owner, or designee, is the responsibility of the lot owner, and the Cemetery Commission reserves the right to remove any planting that becomes unsightly. The Town of Harwich is not liable for items left at a grave, or damage to flowers, flags, containers, or monuments due to weather, vandalism, theft, or maintenance procedures.
11. Annual/perennial flowers must be planted at the base of a monument/marker, so as to not interfere with maintenance department procedures.
12. Fences, borders, curbing, hedges, trees, rampant-growing plantings and crushed stone are prohibited. No signs or lettered wooden boards of any kind are permitted on a gravesite, unless prior approval by Cemetery Commission. Any bench or structure needs prior approval by Cemetery Commission before installation.
13. Masons, stonecutters and all workmen shall at all times be under the control of Cemetery Commission and must carry off all rubbish and restore roads, avenues and paths, damaged by their operations. The Town of Harwich will not be responsible for any errors made by any improper inscription on any memorial.
14. The Town reserves the right to correct any errors made in the description, transfer or conveyance of any interment rights or property, either by canceling such conveyance and substituting and conveying in lieu thereof interment property or burial rights of equal value and similar location may be selected by Cemetery Commission.

IV. Markers, Headstones, Monuments

1. SINGLE LOT – 30"width (left to right) x 16" (front to back) and/or two flush markers.
2. CREMATION LOT Cremation Lot (4' x 3') maximum of 2 flush markers measuring 2' x 1' per marker or 1 marker not to exceed 2' x 2'.
3. MULTIPLE LOTS – Marker is not to exceed 50% of the width of lot with a base depth of 18" maximum and height of 48".
4. IN EXISTING CEMETERIES – Where family lots have been established, those families will be allowed to add memorials to duplicate the existing markers or headstones.
5. No markers, headstones, monuments, curbing or other structure will be permitted to be erected in the cemeteries without a sufficient foundation. All markers, headstones, monuments and other structures shall be made of granite, marble, slate, or other approved marker. All monuments are to be centered at the head of lot or centered at the mid-line.
6. A marble or granite bench will be allowed on a lot as the *only* permanent, central, inscribed, memorial; therefore both a monument and a bench are not permitted.
7. The Cemetery Administrator is required to have written notification prior to any foundation work/memorials placement, with all information outlined and submitted on a Cemetery Department Monument Permit Order. Prior to the initiation of any monument work, the lot must

be marked/flagged by Cemetery Department personnel. Monuments are required to be set in such manner that they will not conflict with the alignment of neighboring monuments.

8: Monuments and other structures that are not in compliance are subject to removal without notice.

V. Administration

Under the administrative direction of the Town Administrator and the policy direction of the Cemetery Commissioners, the Cemetery Administrator shall have overall responsibility for the proper administration of Town Cemeteries in accordance with these rules and regulations and applicable Federal and State laws. The Town of Harwich Home Rule Charter and MGL Ch. 114 establish the Cemetery Commission and the appointment of members. Duties of the Cemetery Commissioners are proscribed under MGL Ch. 114 S23 and the Town of Harwich Home Rule Charter, S 7-15-2.

VI. Active Cemeteries *(Burial space available)*

Evergreen Cemetery, 1403 Orleans Road and 40 Cemetery Road, East Harwich
Island Pond Cemetery, 15 Island Pond Road, Harwich Center
Mount Pleasant Cemetery, 95 South Street, Harwich Port
Kelley Cemetery, 18 Old Brewster Road, North Harwich
South Harwich Cemetery, 270 Chatham Road, South Harwich
Pine Grove Cemetery, 32 Pine Grove Road, West Harwich
North Harwich Cemetery, 610 Depot Street & Main Street Ext., North Harwich

VII. Inactive Cemeteries *(No burial lots available for sale)*

Bank Street Burial Ground, Bank Street, near Long Road
Baptist Church Cemetery, Depot Street & 62 Route 28, West Harwich
Herring River, West Harwich, Herring River, West Harwich
Hawks Nest Cemetery, corner of Spruce and Walker Roads, East Harwich
Lothrop Cemetery, Off Lothrop Ave, West Harwich
Methodist Church Cemetery, corner Queen Anne Rd. & 15 Church Street, East Harwich
Old Methodist Cemetery, AKA Eldredge Cemetery Queen Anne Rd., East Harwich
Old Smith Cemetery, Bells Neck Road, West Harwich
Ryder Cemetery, Route 39 near water tower, Harwich

Cemetery Office located @ 100 Oak Street; mail received at Town Hall, 732 Main Street

Office phone: 508-430-7549

Approved at Annual Town Meeting May 6, 2019.

“Blue” are my thoughts and re-writes as well as blatant thievery from other towns.....Rob

I also understand that for the purpose of Town Meeting we have the “strike through and red text”, however, I am finding that this is a hinderance to a proper rewrite if we must maintain a semblance of the old rules and organization.

*Interment means burial -- the act of placing the deceased in a grave or tomb. The word is often confused with the word "internment" (with an "n"), which means confinement or imprisonment, especially in wartime. It is easy to confuse words that sound similar but are spelled differently and have different meanings. (Google)
In my best Yiddish accent, "Who knew?" (we had in incorrectly spelled)*

AMENDMENTS TO CEMETERY RULES AND REGULATIONS

Harwich Cemetery Commission Rules and Regulations ~~of Harwich Cemeteries~~

Table of Contents

Administration

Administrative Office
Contact Information
Hours of Operation
Holiday Schedule
Cemetery Fees

DRAFT

Rules and Regulations

Visitation Rules
Cemetery Regulations
Interments
Cemetery Lots
Markers, Headstones, Monuments

Active Cemeteries

Inactive Cemeteries

Definitions

Frequently Asked Questions

Administration

Under the administrative direction of the Town Administrator and the policy direction of the Cemetery Commissioners, the Cemetery Administrator (or their duly designated representative) shall have overall responsibility for the proper administration of Town Cemeteries in accordance with these rules and regulations and applicable Federal and State laws. The Town of Harwich Home Rule Charter and MGL, Massachusetts General Law Chapter 114 establish the Cemetery Commission and the appointment of members. Duties of the Cemetery Commissioners are proscribed under MGL Ch. 114 S23 and the Town of Harwich Home Rule Charter, S 7-15-2.

Administrative Office

Cemetery Office is located at the Community Center, 100 Oak Street
Mailing Address: Town of Harwich
Cemetery Administrator
732 Main Street
Harwich Center, MA 02645

Office phone: 508-430-7549

FAX: (508) 430-7598

Hours of Operation: Monday-Friday 7:30-3:30

Outside of these hours please leave a message at the phone number above.

Holiday Schedule

The office will be closed on the following holidays: New Year's Day, Presidents Day, Memorial Day, Labor Day, Columbus Day, Martin Luther King Day, Patriots Day, Independence Day, Veterans Day, Thanksgiving Day, and Christmas Day.

Current fees schedule is available at: <https://www.harwich-ma.gov/cemetery/pages/fee-schedule>

Harwich Cemetery Commission Rules and Regulations ~~of Harwich Cemeteries~~

I. Harwich Cemetery Visitation Rules

DRAFT

1. The cemetery grounds are not ~~public property and not a public park or playground~~. All visitors are requested to keep in mind that the cemeteries are consecrated to the memories of those who are buried within. Dignified behavior is expected and will be required at all times. In the many years of cemetery operation, it has been shown that it is necessary to adopt and enforce regulations to govern the conduct of visitors, to ensure respect for the dead, protect the grounds, and assure the safety of visitors. These rules and regulations have been adopted to advance and secure these public interests. (Chatham) Loud, boisterous, or undignified behavior will not be tolerated. Sunbathing, picnicking, playing, and the consumption of alcoholic beverages are prohibited. *(What about smoking pot?)*
2. Town Cemeteries are open daily from dawn to dusk.
3. ~~No vehicle shall be operated in any part of the cemeteries and at speeds no faster than 10 MPH. Violators will be subject to a speeding fine.~~ **The speed limit for all vehicles shall be ten miles per hour.** Use of any cemetery driveway or cart path as a thoroughfare shall be prohibited. Parking is limited to driveways only.
~~Recreational motorcycling, roller skating, Skateboarding, and/or any other types of similar recreational sports are prohibited. The Town is not liable for any injuries sustained by any person participating in a recreational activity within Cemetery property. Any activity that encroaches on individual lots or graves is prohibited.~~
4. Recreational sports or similar activity to include bicycling, horseback riding, motorcycling, or skateboarding, are prohibited. **The non-recreational use of skateboards, roller blades, or bicycling for the purpose of respectful visitation will be permitted (See #1 above). Other non-registered vehicles are not allowed at anytime.**
5. Consumption of alcohol or drugs are prohibited. Any person **Anyone** disturbing the **peace and** quiet and/or order of the grounds by loud noise, speeding, or other improper or disorderly conduct, or who shall violate any of these rules, **in any way will be removed from the property** grounds and such person will be dealt with as provided by law. The entrance of any intoxicated person is prohibited.

6. ~~No person shall remove, cut, break or mark any tree or shrub; or mark upon, deface, or injure any monument or structure on the grounds.~~ **Monuments, gravestones or other structures within the cemeteries shall not be defaced in any way.**
7. Gravestone repairs, **cleaning** or rubbings require prior authorization of the Cemetery Commission. ~~or its designated agent. A copy of the Association for Gravestones Studies *Gravestone Rubbings Do's and Don'ts* will be provided.~~ **Pressure washing gravestone is expressly prohibited. Any damage incurred will be at the expense of the parties involved.**
8. **Hunting is prohibited at all times.** Firearms shall not be discharged in the cemeteries, except for salutes at military funerals, Memorial Day, or Veterans Day ceremonies.
9. Domestic animals of any type shall not be permitted in the cemeteries, except certified animals assisting persons with disabilities.
10. No household trash shall be disposed of in the rubbish containers.
11. Picking of blossoms, flowers or foliage is prohibited.

II. Cemetery Regulations. (Change Title)

A. Interments

1. Burial lots in the cemeteries shall be used for no other purpose than a place for the interment of the human dead including cremation remains.
2. No interment shall be made until the Cemetery Administrator or designee has been furnished with a burial permit and/or cremation certificate as required by law, together with a written order/interment form from the legal owner, or the legal representative of the right of burial in the lot in which interment is to be made. No grave shall be opened for interment or removal unless authorized by the Cemetery Commission and the area has been flagged by Cemetery personnel.
3. All interments shall be enclosed in a cement vault except. Infants shall require an approved container. Cremations shall require an urn or other permanent approved container.
4. Lot usage: In lots (4' x 10') one full burial and one cremation or four cremations. In cremation lots (4' x 3') two cremations.

B. Cemetery Lots

1. Cemetery personnel shall furnish, to those who desire to purchase rights of burial in lots or graves, information relative to the cost of the same and the conditions upon which interments may be made. ~~The owners of rights of burial, or their heirs, shall not sell the said exclusive right of burial other than to the Town of Harwich, as provided for under MGL Ch.114. Compensation will be no greater than the original purchase price.~~
2. **The owners of rights of burial, or their heirs, shall not sell the said exclusive right of burial other than to the Town of Harwich, as provided for under MGL Ch.114. Compensation will be no greater than the original purchase price.**
3. Assignment of right of burial shall be arranged by first contacting the Cemetery Administrator. An **assignment Heirs of Record Form** ~~form~~ needs to be completed, notarized and submitted to the Cemetery Administrator in order to ensure accurate recording of all assignments.
4. Upon the death of the title owner, a lot passes to heirs-at-law (MGL.Ch.114, s.29) unless specifically devised by will or trust (subject to Ch. 190, sec.3).

5. A full burial lot (minimum 4'x10') containing recorded remains, may, also, accommodate one cremation burial, provided the cremation remains be that of an heir-at-law or family member of the prior interred remains and be so certified and approved by the Commission.
6. Burial lots for the interment of any indigent resident Veteran are provided at no cost and are set aside for burials of Veterans residing in the Town at the time of their entry into service and /or at the time of their death verified by the Veterans Agent and subject to the approval of the Cemetery Commission.
7. Single grave space ~~may~~ **will** be made available to the **any indigent** resident ~~parents and~~ without charge ~~for the indigent, stillborn or very young infant~~ within of the Town at the time of death. **of Harwich at no cost.**
8. **Any major changes such as tree or excessive pruning shrubs or removal of shrubs or trees** ~~All work~~ performed on graves or made lots by the **lot** owners, or by their order, shall be performed only with **must have** prior authorization of Cemetery personnel and **debris must be removed by person performing such maintenance** in order to preserve as much as possible the natural appearance of cemeteries. (See Lot Maintenance Form)
9. Maintenance of all plantings and maintenance and removal of all plantings and holiday arrangement placed by a lot owner, or designee, is the responsibility of the lot owner, and the Cemetery Commission reserves the right to remove any planting that becomes unsightly. The Town of Harwich is not liable for items left at a grave, or damage to flowers, flags, containers, or monuments due to weather, vandalism, theft, or maintenance procedures. **Flowers and plantings are the responsibility of the lot owner to maintain and remove. All flowers must be planted at the base of the monument or marker. They must not exceed one foot from the base of the monument or marker so that they won't interfere with mowing. Funeral flowers will be removed after two weeks or when they become unsightly. Temporary displays that commemorate birthdays, anniversaries, etc., will be removed after 30 days by the cemetery department. The cemetery commission or designee reserves the right to remove any plantings that become overgrown or unsightly for any reason. The Town of Harwich is not liable for any items left on a grave including damage or loss of flowers, plantings or memorials for any reason. The planting of invasive or rampant-growing plants are prohibited.**
- ~~10.~~
- ~~11.~~ Annual/perennial flowers must be planted at the base of a monument/marker, so as to not interfere with maintenance department procedures
12. **Fences, borders, curbing, hedges, trees, rampant-growing plantings and crushed stone are prohibited. No signs or lettered wooden boards of any kind are permitted on a gravesite, unless prior approval by Cemetery Commission. For the safety of our workers and visitors and in order to create a uniform appearance the Cemetery Commission is prohibiting the following items: crushed stone, metal stands, rods, hooks, and cans, glass and ceramics, lighting of any kind, fences, boarders, curbing, mylar balloons, wind chimes, nor any alcoholic beverages. No signs, lettered wooden boards, statues of animals (or the like), or toys and paraphernalia are allowed. Any bench or structure needs prior approval by Cemetery Commission before installation and invasive rampant-growing plants are prohibited.**
13. Masons, stonecutters and all workmen shall at all times be under the control of Cemetery Commission and must carry off all rubbish and restore roads, avenues and paths, damaged by their operations. The Town of Harwich will not be responsible for any errors made by any improper inscription on any memorial.
14. The Town **of Harwich Cemetery Commission** reserves the right to correct any errors made in the description, transfer or conveyance of any interment rights or property, either by

canceling such conveyance and substituting and conveying in lieu thereof interment property or burial rights of equal value and similar location may be selected by Cemetery Commission.

C. Markers, Headstones, Monuments

1. SINGLE LOT **HEADSTONE** – 30” width (left to right) x 16” (front to back) and/or two flush markers.
2. CREMATION LOT Cremation Lot (4’ x 3’) maximum of 2 flush markers measuring 2’ x 1’ per marker or 1 marker not to exceed 2’ x 2’.
3. MULTIPLE LOTS – Marker is not to exceed 50% of the width of lots **base or foundation** with a base depth of 18” maximum and height of 48”.
4. IN EXISTING CEMETERIES – Where family lots have been established, those families will be allowed to add memorials to duplicate the existing markers or headstones.
5. No markers, headstones, monuments, corner **markers, bench curbing** or other **approved** structure will be permitted to be erected in the cemeteries without a sufficient foundation. All markers, headstones, monuments and other structures shall be made of granite, marble, slate, or other approved ~~marker~~ **materials**. All monuments are to be centered at the head of lot or centered at the mid-line.
6. A marble or granite bench will be allowed on a lot as the *only* permanent, central, inscribed, memorial; therefore both a monument and a bench are not permitted, **except on a four grave or larger lot. Define lot size of lots in older cemetery.**
7. The Cemetery Administrator is required to have written notification prior to any foundation work/memorials placement, with all information outlined and submitted on a Cemetery Department Monument Permit Order. Prior to the initiation of any monument work, the lot must be marked/flagged by Cemetery Department personnel. Monuments are required to be set in such manner that they will not conflict with the alignment of neighboring monuments.
8. Monuments and other structures that are not in compliance are subject to removal without notice.

V. ~~Administration moved to the beginning.~~

~~Under the administrative direction of the Town Administrator and the policy direction of the Cemetery Commissioners, the Cemetery Administrator shall have overall responsibility for the proper administration of Town Cemeteries in accordance with these rules and regulations and applicable Federal and State laws. The Town of Harwich Home Rule Charter and MGL Ch. 114 establish the Cemetery Commission and the appointment of members. Duties of the Cemetery Commissioners are proscribed under MGL Ch. 114 S23 and the Town of Harwich Home Rule Charter, S 7-15-2.~~

Cemetery Commission Liability: (Chatham)

The Cemetery Commission will exercise reasonable care to protect the monuments, markers, and plantings on all burial sites. The Commission will not be responsible for any damage caused by routine maintenance or vandals/ trespassers in any cemetery or burial ground in the Town of Harwich. Any personal injuries sustained by anyone violating the rules and regulations of the Cemetery Commission will not be the responsibility of the Commission or of the Town of Harwich. Any damage to a lot or grave markers caused by a private contractor working in the Cemetery or burial ground shall be the sole responsibility of the contractor, the burial company, or the burial vault company which caused the damage. No responsibility will be attributed to the Commission or the Town of Harwich.

VI. Active Cemeteries (Burial space available)

Evergreen Cemetery, 1403 Orleans Road and 40 Cemetery Road, East Harwich
Island Pond Cemetery, 15 Island Pond Road, Harwich Center

Mount Pleasant Cemetery, 95 South Street, Harwich Port
Kelley Cemetery, 18 Old Brewster Road, North Harwich
South Harwich Cemetery, 270 Chatham Road, South Harwich
Pine Grove Cemetery, 32 Pine Grove Road, West Harwich
North Harwich Cemetery, 610 Depot Street & Main Street Ext., North Harwich

VII. Inactive Cemeteries *(No burial lots available for sale)*

Bank Street Burial Ground, Bank Street, near Long Road
Baptist Church Cemetery, Depot Street & 62 Route 28, West Harwich
Herring River, West Harwich, Herring River, West Harwich
Hawks Nest Cemetery, corner of Spruce and Walker Roads, East Harwich
Lothrop Cemetery, Off Lothrop Ave, West Harwich
Methodist Church Cemetery, **AKA Union Cemetery** corner Queen Anne Rd. & 15 Church Street, East Harwich
Old Methodist Cemetery, AKA Eldredge Cemetery Queen Anne Rd., East Harwich
Old Smith Cemetery, Bells Neck Road, West Harwich
Ryder Cemetery, Route 39 near water tower, Harwich

DRAFT

Definitions: (Delete as necessary...my brain hurts...LOL)

Bevel marker -A rectangular grave marker, set low to the ground, having straight sides and uppermost, inscribed surface raked at a low angle.

Bolster - a form of gravestone where a cylinder (usually at least 18 inches in diameter and 36 or more inches long) rests on its side on a footing. Bolsters were most common in the early twentieth century

Burial, urn - the burial of an urn with cremated remains in it.

Burial axis- the line that follows along the length of the body in a burial; the "length" of the grave

Cairn - a pile of rocks. Cairns can be erected over graves as markers, as bases to support crosses or other upright markers, or as protective devices from scavenging animals. comp. mound, rock.

Cenotaph - a grave where the body is not present; a memorial erected as over a grave, but at a place where the body has not been interred. A cenotaph may look exactly like any other grave in terms of marker and inscription. Cenotaphs often commemorate the deaths of those lost at sea, in war, or by some other means where recovery or transportation of a body would be difficult.

Centerpiece - a sculpture or other monument, usually in the middle of a cemetery, commemorating no one in particular, but for the benefit of all buried there. Centerpieces usually are religious and are quite prominent in many Catholic traditions, as with the ornate crucifixion scenes of French-Canadian cemeteries and the large crosses of Mexican cemeteries.

Coffin - a box for holding a body at burial, made of wood, metal or concrete

Columbarium - a building for the housing of cremated remains. comp. mausoleum.

Coped stone - any stone with a coping, especially one with a peaked (roof-shaped) top. Coped stones were common in the British cemetery tradition from the eighteenth through the early twentieth centuries.

Coping - a narrow ornamental thickening and overhang of the margin of the top of a gravestone. The term comes from a sort of roof element, and a coping resembles a small, overhanging roof.

Cremation - the burning of human remains before their disposal. In the United States, some cremated remains are placed in cemeteries or columbaria, while others are strewn over the ocean or retained in survivors' homes.

Crown - the central hump in a crowned gravestone.

Crown, lateral - on a crowned gravestone, one of the (usually lower) humps on the sides.

Crowned - referring to a gravestone shape where the top rises in several (usually three) humps, usually with the central one higher than the others. see crown; crown, lateral.

Crypt - An enclosure for a casket in a mausoleum or underground chamber, as beneath a church.

dressed - referring to stone whose surface has been completely smoothed or otherwise finished.

Emerging stone - a type of gravestone where one portion of the stone has been fully carved, while another portion remains undressed or only partially dressed, giving the impression of a stone that has been incompletely carved. The emerging stone was most common in the late nineteenth and early twentieth centuries and symbolized a life partially completed but cut short. emerging stones are nearly always of granite.

Epitaph - a brief saying or literary note, inscribed in a grave marker. The name, places and dates of birth and death, and other such biographical information that may be part of the inscription are not considered part of the epitaph.

Exedra - A permanent open air masonry bench with high back, usually semicircular in plan, patterned after the porches or alcoves of classical antiquity where philosophical discussions were held; in cemeteries, used as an element of landscape design and as a type of tomb monument.

Exhumation - the removal of a body from a grave.

Family stone - a gravestone that marks the entire family's plot, not a particular individual's grave. In the United States, such stones are most common in the European traditions. Sometimes a family stone also will have the names and dates of the individuals of the family carved on it, but there usually will be separate stones for the individuals.

Finial - an ornament atop a post or similar element in furniture or other craft. Finials can occur on the posts of grave fences or (less commonly) on grave markers themselves. Finials always have radial symmetry, as if formed on a lathe.

Footboard - a flat, slab-like wooden grave marker placed at the foot end of a grave. Footboards are used only in conjunction with headboards and usually are considerably smaller and less ornate, often bearing only initials as inscriptions.

Footing - a slab, usually of concrete, that is horizontal and flush with the surface of the ground, on which a grave marker is placed. The footing itself usually is unornamented and considered structural, not a part of the marker itself.

Footstone - a flat, slab-like stone grave marker placed at the foot end of a grave. Footstones, are used only in conjunction with headstones and usually are considerably smaller and less ornate, often bearing only initials as inscriptions

Grave - the individual feature where a body (rarely more than one body) is buried in a single pit or its equivalent, including any marker or monument associated with it.

grave, mass - a grave where many people are buried together. In most historic societies, mass graves have been expedients for emergencies when death was massive and rapid, as during an epidemic, war, or disaster.

Grave, multiple - a grave where two or more bodies are buried together. A multiple grave may be a mass grave or simply a grave where members of a family or other social groups are placed upon death. Multiple graves are rather uncommon in recent historic societies.

Grave, outlying - a grave that is located well away from others. Such graves often are given to members of society deemed unacceptable. In Catholic cemeteries, outlying graves may be for excommunicates, suicides, and the like.

Grave curb - a low border, usually of stone or concrete, surrounding a grave or plot, beginning slightly underground and extending no more than a few inches above the surface of the ground. A grave curb is open in the middle, although the central area may be filled with gravel, scraped earth, or lawn. comp. grave fence; paving.

Grave depression - a hollow in the surface of the ground over a grave, brought about by the collapse of a disintegrating coffin. syn. grave, sunken.

Grave fence - a fence surrounding a grave or plot completely, usually one or more feet high. A grave fence can be of the most homely materials or of elegant and expensive commercial fencing. e.g. cerquita. comp. grave curb; grave rail.

Grave house - a ramada (roof with corner posts supporting it) over a grave, or a shed over a grave. The grave house is known especially from the American South. It probably developed there from local Indian usage, but it may have developed from a weaker tradition in England.

grave lamp - any type of lighting device placed on a grave, apparently symbolizing eternal light (in the Judeo-Christian tradition). It may be kept lighted or not; it may even be incapable of being lighted, as with a light bulb placed on the surface of a grave, a fairly common grave offering in various parts of the American South.

Grave landscaping - any modification of the grave area in terms of plantings, gardens, fountains, or the like. Grave landscaping is most prominent with elite graves, such as that of Douglas Fairbanks, Sr., the famous actor. His grave has fountains, reflecting pools, a shrine, and trees. Grave landscaping in America began essentially with the rural cemetery movement of the mid-nineteenth century, beginning in the Northeast.

Grave marker - any above-ground device or monument to mark a grave. e.g. gravestone; grave rail.

Grave offering - any item sacrificed or donated at a grave. A grave offering may be durable and visible (e.g., shells, jewelry), ephemeral (e.g., wine or beer poured into the ground), or anywhere in between (e.g., flowers). Grave offerings may be conceived as items of use to the deceased in the afterlife, as items to enhance or commemorate the status of the deceased (and his or her survivors), or as simple obligations. A grave offering may be made at the time of burial and included in the coffin or grave pit with the body, or it may be placed on the grave at any time after burial. e.g. libation. grave pit the actual hole into which a body is placed, including a filled-in hole. grave post a simple wooden post used as a grave marker.

Grave rail - a wooden rail placed along the long side (burial axis) of a grave on the surface as a grave marker. Normally, grave rails form a pair, one on each side of the grave.

gravestone - a stone grave marker; more loosely, any grave marker. syn. tombstone. comp. memorial; monument.

Graveyard - An area set aside for burial of the dead; a common burying ground of a church or community.

Headboard - a flat, slab-like wooden grave marker placed at the head end of a grave. Headboards may be used alone or in conjunction with footboards. see footboard. comp. headstone.

Headstone - a flat, slab-like stone grave marker placed at the head end of a grave. Headstones may be used alone or in conjunction with footstones. see footstone.

Impressed - decoration is made by pressing something against the surface of the concrete while it is wet, then removing it, leaving an impression. This is fairly common technique in various folk cemetery traditions, with leaves and crucifixes among the more commonly impressed items. incising the creating of a line by drawing a stylus or similar tool through the surface of a wet material before it hardens.

Incising - is a common method of making inscriptions or producing artwork on concrete markers, particularly in folk traditions. Inhumation - the burial of a body in the ground

initial stone - a gravestone with initials carved at the base as a maker's mark

Inscription - writing on a grave marker. By convention, this term is used regardless of the technique used to render the writing (e.g., carving, painting, etc.). The inscription usually includes biographical information and the epitaph, if any. -inscription, relic the traces of an inscription, otherwise destroyed, that may reveal that inscription.

Inset - referring to the placing of objects in the concrete of a grave marker when it was wet

interment - the burial or other disposition of a dead body

Layout - the spatial organization of a cemetery layout, chronological - a cemetery layout where graves are arranged by death order, with no consideration of family or other alliances.

layout, family-plot - a cemetery layout where graves are arranged by family affiliation, not by death order.

Ledger stone - a grave marker that is placed horizontally, flush with the surface of the earth. This style marker has become increasingly popular with cemetery maintenance workers because of the ease of mowing grass around and over them.

Lichgate - an arching gate, usually of iron, at the entrance to a cemetery.

Lot - an area of a cemetery owned or controlled by an individual or family.

Maker's mark - a distinctive mark, usually initials or a name, placed on a gravestone as an indication of its maker.

Mausoleum - a building for the housing of bodies in separate drawers, or compartments. A mausoleum differs from a tomb in that it is owned communally by the cemetery and patrons purchase rights to a section of it, while a tomb is built, owned, and used exclusively by a single family or similar group.

Memorial - a grave marker, usually in ornate one

Memorial park - A cemetery of the 20th century cared for in perpetuity by a business or nonprofit corporation; generally characterized by open expanses of greensward with either flush or other regulated gravemarkers; in the last half of the 19th century, those with flush markers were called "lawn" cemeteries.

Monolith - A large, vertical stone gravemarker having no base or cap.

Monument - a grave marker, usually one with some fanciness and size.

Motif - any more or less standardized artistic theme or representation, such as a rose, cherub, or urn-and-willow.

Mound - a pile of earth or similar material erected over a grave as a form of marker. Earthen mounds are common in many pre-modern societies around the world (e.g., Adena and Hopewell societies of North American prehistory, Neolithic and Bronze Age societies of prehistoric Europe, the Jomon Culture of prehistoric Japan, etc.), but earthen mounds are less common in recent burial traditions and tend to be small when they do occur.

Mound, rock - a low pile of rock, often admixed with earth, erected over a grave.

National cemetery - One of 130 burial grounds established by the Congress of the United States since 1862 for interment of armed forces servicemen and women whose last service ended honorably. Presently, the Department of Veterans Affairs maintains 114, the National Park Service (Department of the Interior) administers 14, and the Department of the Army has responsibility for two.

Neoclassical - referring to the art style of the late eighteenth and nineteenth centuries, where motifs and scenes drawn from classical Greece and were used in decoration. Urns, draperies, columns, and certain human poses typify this style.

Niche - in general, any recess in the surface of something; a compartment in a columbarium or other area for the placement of cremation remains.

Nimbus - a halo-like representation in Christian art, especially the representation of such a glow at the intersection of the upright and arm of a cross. In such a position, the nimbus indicates that the cross was that on which Jesus was crucified. The nimbus can be circular, diamond-shaped, oval, jagged, or even square.

Obelisk - a gravestone that is tall, slender, square in cross-section, and pointed at the top. Obelisks usually are quite large and imposing, indicating the wealth and stature of the deceased.

openwork - carving that cuts entirely through a stone, creating arches, loops, and openings.

Orientation - the direction of the burial axis of a grave. The direction to which the head points, (or at least where the main marker is) is usually considered the orientation.

Paving - a surface of concrete, brick, or stone placed on the ground over a grave. Pavings often are used in conjunction with grave markers, although some traditions (e.g., Mennonites) typically simply incise the inscription into a concrete paving and provide no other marker.

Peristyle - A colonnade surrounding the exterior of a building, such as a mausoleum, or a range of columns supporting an entablature (a beam) that stands free to define an outdoor alcove or open space.

Pillar - a grave marker consisting of a tall, slender, ornate gravestone with a circular cross-section. Pillars give the appearance of being turned on a lathe and actually derive from the British tradition of Georgian furniture.

Plot - an area of a cemetery given over to an individual, family, or other social group. The term is more inclusive than "lot," since a lot can occur only in a cemetery with some institutional organization that assigns areas; in contrast, a plot can develop through usage in a customary cemetery

Rippling - the undulating or ridged marks left on the back side of a hand-carved gravestone by the chisel, as it was used to thin the stone to its slab-like shape.

Rubbing - means of obtaining a copy of the bas-relief carving on a gravestone or similar object. Rubbings are made by placing rice paper over tile surface of tile marker, then rubbing gently oil the paper with a soft pencil, a crayon, or a similar writing material. Rubbings are quite accurate in their copying of a design, but some cemeteries have had to forbid the making of rubbings, because the activity is slowly wearing away the surface of the stones.

Sarcophagus - A stone coffin or monumental chamber for a casket.

Sculpture - any carving or other rendering of stone where all three dimensions (including depth) are used.

Sepulcher - A burial vault or crypt.

Sidepanel - on a gravestone, a decorative strip along one vertical side.

Slab - any grave marker that is essentially a thin, flat piece. Slabs can be of any material but usually are of stone, concrete, or wood.

Slope - on a gravestone with a convex upper surface, either of the upper surfaces that curve or angle downward from the stone's highest point.

Stamping - the placing of an inscription in concrete by pressing letter molds into it while wet.

Tablet - A rectangular grave marker set at a right angle to the ground, having inscriptions, raised lettering or carved decoration predominantly on vertical planes, and top surface finished in straight, pedimented, round, oval, or serpentine fashion.

Terrazzo - a synthetic material sometime- used for grave markers. Terrazzo consists of chunks of stone, glass, or ceramics mixed in to a fine cement.

Tomb - a building-like burial receptacle, Anywhere a body or bodies are stored above ground in drawers. A tomb may be grand, but it houses the remains of only a few people, usually family members.

Tomb, false - a type of grave marker where a slab of stone or concrete covers the area of a grave and extends above the ground anywhere from a few inches to a couple of feet. A false tomb most frequently is boxy, but it may be rounded or otherwise embellished. It may have an accompanying gravestone, or it may bear an inscription itself. It is not a true tomb, since the burial is underground.

Tomb, table - a stone grave marker similar to a chest tomb but differing in that its top is supported by small columns at the corner only.

Undressed - referring to a stone marker that has not had its surface completely smoothed or otherwise finished.

Upright stone - a grave marker that is placed upright, above the surface of the ground

vault - a tomb; a modern concrete shell placed over a coffin to prevent sinking of the ground surface in a cemetery

Wedge stone - a style of grave marker, usually of stone but occasionally of concrete. A wedge stone, not surprisingly, is essentially wedge-shaped, so that the bottom surface lies flat on the ground, the back surface runs more or less vertically, and the top surface (with the inscription) slope-, from the top of the stone at its back to ground level at its front.

Frequently Asked Questions:

Who can buy a burial lot in the Town of Harwich?

How many burials are allowed per grave?

What size monuments are allowed?

What is allowed on a grave lot?

Can you plant in the ground on your cemetery lot?

What plantings are recommended?

Can you donate a memorization tree to the cemetery?

Does the Town put American flags on veteran graves on Memorial Day?

Harwich Cemetery Commission

Cemetery Master Plan

MISSION STATEMENT

The Harwich Cemetery Commission's Mission is to preserve Harwich Cemeteries as it pays homage to those who built our town and made it what it is today. We owe it to our pioneering ancestors that their monuments are not forgotten, and their contributions are remembered for future generations to come. The Cemetery Commission is hoping to educate the public on the historical importance of our cemeteries.

Develop a master plan and an implementation plan

- Develop short and long-term planning and improvements. Including expansion opportunities for each of the cemeteries.
- Preservation of memorials and historic landscaping.
- Maintaining the picturesque historic landscape while solving the of public issues of safety, security, appropriateness of use.
- Recommend maintenance practices that are for current and future cemetery needs.
- Increase the quality and quantity of passive recreation opportunities.
- Market the developed Harwich Cemetery Master Plan in consideration for future grant awards.

HARWICH CEMETERIES

The Harwich Cemetery Department oversees the following cemeteries: All of the cemeteries both Town-owned and/or maintained will need to be evaluated for available grave space, condition of memorials and grounds, fencing, and landscaping, indexing of existing burials.

Active Cemeteries (Burial space available)

Evergreen Cemetery, 1403 Orleans Road and 40 Cemetery Road, East Harwich
Island Pond Cemetery, 15 Island Pond Road, Harwich Center
Mount Pleasant Cemetery, 95 South Street, Harwich Port
Kelley Cemetery, 18 Old Brewster Road, North Harwich
South Harwich Cemetery, 270 Chatham Road, South Harwich
Pine Grove Cemetery, 32 Pine Grove Road, West Harwich
North Harwich Cemetery, 610 Depot Street & Main Street Ext., North Harwich

Inactive Cemeteries (No burial plots available for sale)

Bank Street Burial Ground, Bank Street, near Long Road
Baptist Church Cemetery, Depot Street & 62 Route 28, West Harwich

Herring River, West Harwich, Herring River, West Harwich
Hawks Nest Cemetery, corner of Spruce and Walker Roads, East Harwich
Lothrop Cemetery, Off Lothrop Ave, West Harwich
Methodist Church Cemetery, corner Queen Anne Rd. & 15 Church Street, East Harwich
Old Methodist Cemetery, AKA Eldredge Cemetery Queen Anne Rd., East Harwich
Old Smith Cemetery, Bells Neck Road, West Harwich
Ryder Cemetery, Route 39 near the water tower, Harwich

PURPOSE AND GOALS

A primary goal for this master plan is for the future availability of internment space and the impact on the landscape character of these historic cemeteries. Ensuring that the complete landscape character, including the layout of gravesites, is reinforced and maintained. The purpose of this master plan is to develop a strategy for all the Harwich cemeteries with recommendations and an implementation plan for all of its properties keeping in mind the public uses, cemetery development, historical importance, and horticultural and maintenance improvements.

General goals include restoration and rehabilitation of this historic resource, strengthening of an overall image with existing natural and historic assets, expansion of internment potentials, improvement of accessibility for all, and increasing educational and passive recreation opportunities. This master plan sets guidelines necessary to meet the town cemetery needs for the future while maintaining the visual and other qualities that make all of our Harwich Cemeteries a valuable historic cultural resource for the town.

The overall goal is to maintain the historic integrity of all of our cemeteries while making the necessary rehabilitations, accommodate existing and proposed changing needs and conditions. While “restoration” is applicable to the grave markers, “rehabilitation” is applicable to structural elements, drives, and fences. The primary focus of recommendations for improvement is an expansion of internment opportunities as well as the protection, stabilization, and preservation of historic monuments and cemetery fencing. These efforts will prevent significant deterioration of these valuable resources and reduce risk to visitors.

New Development for Burial Space

Cemetery Development for newly expanded areas for interments to serve Harwich residents for the future by allocating 20% of the new space for cremated remains and 80% of the new space for in-ground interments in traditional lots. Cemeteries for expansion are Evergreen in East Harwich, Mount Pleasant in Harwich Port, and Island Pond in Harwich Center.

- In cremation lots only flat flush markers will be permitted for maintenance.
- Traditional lots can accommodate a traditional casket burial or a cremation burial. These lots will be able to have upright memorials.
- Installation of columbarium wall.

Landscape Character

Provide vegetative screening at the perimeter edges to visually separate each section of the cemeteries creating an experience for the cemetery visitors. Reinforce woodland edges with appropriate understory plantings in conjunction with the removal of invasive vegetation and detrimental growth. Restore lawn areas where necessary. Additional improvements need to be made related to landscape issues such as pruning, planting and removals, and accessible pathways.

Access

Maintain the historic pathways and egress points. Addressing roadways within all the cemeteries to better accommodate large service vehicles. Create a more appropriate parking area within the cemeteries for funeral services and passive recreation.

Parking

There is no obvious parking area anywhere within the cemeteries. Parking is usually on the paved roadways or grass/dirt pathways. These create impassable situations when cars are parked on both sides of the roadways/paths and often cause issues within the grounds.

Pedestrian and Handicap Access

The Island Pond Cemetery and Kelley Cemetery are accessible by Cape Cod Rail Trail all of the other cemeteries have to be accessed by driving into the cemeteries, as there is no walk connection into these cemeteries. Except for some paved and dirt/grass internal paths, for the most part, pedestrians walk on paved drives. Most visitors arrive in vehicles and use them to get to their destinations inside the cemetery.

Objectives To provide pedestrian and handicap access and meet current safety standards while restoring historic character. To maintain adequate visitor and maintenance access to the site. To add handicap accessibility to all the cemeteries.

MAINTENANCE MANAGEMENT

Grave Markers and Monuments

General conservation recommendations should be taken into consideration once a cemetery wide or individual stone restoration program is undertaken. Initial work should be done by professional conservators. Cleaning of monuments to remove biological growth.

Security and Vandalism

Although vandalism is not a significant issue at this time, continue to monitor these detrimental activities. Littering within the cemeteries has been an issue and there have been

groups of young adults drinking, leaving alcoholic nips and household trash being dump in undeveloped areas within the cemeteries.

Site Facilities

Provide a consistent sign for the cemeteries including identification, regulatory, informational, and interpretive signs.

Drainage Management

- Eliminate ponding in the older part of the cemeteries.
- Installation and maintaining of catch basins.
- Addressing erosion on hilling areas within the cemeteries.
- Planting vegetation and ground cover.

Water Utilities

- Installing a Well system within the cemeteries if possible.
- Installation of spigots for watering.
- Installation of electrical services to the irrigation system.

Rules and Regulations

- Update and consolidate rules and regulations.
- Update regulations for lot size and usage.
- Update monument size and monument placement on older family lots

Future Needs for each of the Sites

- Create brochures for each of the cemeteries, including the history and historical significance of each. This will create a greater appreciation and use of this historic open space.
- Inventory Cemeteries for available space and possible expansions.
- Inventory all existing burials and create a searchable database including Veterans, Sea Captains, historically significant Harwich residents for future tours and for genealogical resources for family members.
- Identify areas for grounds maintenance improvements within each of the Town maintained cemeteries.

This Master Plan was updated from the Harwich Cemetery Comprehensive plan that was created in 2000.