

CEMETERY COMMISSION MONTHLY MEETING
CHANNEL 18 STUDIO
100 OAK STREET, HARWICH, MA 02645
TUESDAY APRIL 11, 2023, AT 9:00AM

Public may attend the meeting in person, access the meeting on Channel 18 (Broadcasting Live), or can login to the meeting remotely using the following login information

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/156952861>

You can 669also dial in using your phone.

United States: [+1 \(224\) 501-3412](tel:+12245013412)

Access Code: 156-952-861

- I. CALL TO ORDER
- II. APPROVAL OF THE MINUTES FROM JANUARY 10 CEMETERY VISITS & FEBRUARY 16, 2023
- III. CORRESPONDENCE FROM TOWN HALL & ASSOCIATIONS
 - A. Email from Emily Mitchell, Town Clerk on Conflict-of-Interest Law, State Ethics Training due by 7 April 2023.
 - B. Email from Michael Andranovich from AmeriCorps Cape Cod Individual Placement Information Session 3 April 2023 at Barnstable County Complex.
 - C. Email form Kara Mewhinney, Director of Cultural Affairs on Art Week.
 - D. Laura Brown email on upcoming Munis Training.
 - E. OTHER BUSINESS.
- IV. OLD BUSINESS
 - A. Up to date totals for Revolving Account and Cemetery Budget.
 - B. Veterans Memorial Circle at Evergreen. Plan of hardscape for BID process.
 - C. Software BID for Evergreen Cemetery Procurement Form and BID documents.
Awarded new domain name evergreenharwich.org
 - D. Town Meeting Articles; Rules and Regulations and CPC Article for Revolutionary and Civil War Memorials. Copy of Rules and Regulations posted at Town Clerks Office.
 - E. Bank Street Cemetery update.
 - F. OTHER OLD BUSINESS.
- V. NEW BUSINESS
 - A. Cemetery Fee Schedules.
 - B. BILLS: Eversource
 - C. DEEDS: Lindsey L Palmer for 101B Pond Grove in Island Pond for \$500.00.
 - D. Commissioner's possible visiting cemeteries.
 - E. OTHER BUSINESS.

VI. DATE AND TIME OF NEXT MEETING

VII. ADJOURNMENT

AUTHORIZED POSTING OFFICER:

POSTED BY: _____

TOWN CLERK

DATE: _____

Robbin Kelley

From: Emily Mitchell
Sent: Monday, April 3, 2023 3:31 PM
To: Amy Usowski; Brianna Nickerson; Carolyn Carey; Craig Thornton; Dan Pelletier; Chief David J. Guillemette; David LeBlanc; Emily Mitchell; Eric Beebe; Gail McAleer; Heinz Proft; Jack Mee; Jamie Goodwin; Joe Powers; John Rendon; Julie Witas; Kathleen O'Neill; Deputy Chief Kevin Considine; Link Hooper; Meggan Eldredge; Paul Halkiotis; Robbin Kelley; Roman Greer; Sarah Eaton; Sean Libby; Shawn Fernandez; Sheila House; Betty Clark Macleay; Virginia Hewitt (vhewitt@clamsnet.org); Kara Mewhinney; Carrie Schoener; Megan Green; Danielle Freiner; Patience Smith-Cabrera
Subject: RE: Annual Conflict of Interest Law Training Requirement

Good afternoon all,

Thanks all for your patience with the conflict of interest related emails. This email is limited to Department Heads. Could you, at your earliest convenience, send me a list of all current staff members in your department (full- and part- time)? I will use these lists to cross check against the completion certificates we receive automatically through the new COI platform.

If you'd like me to check the completion status of anyone in your department, either before or after the 4/7 deadline, please let me know!

Thank you!
Emily

Emily Mitchell

Harwich Town Clerk
732 Main Street
Harwich, MA 02645
Phone: 508-430-7516
Fax: 508-430-7517
Email: emitchell@town.harwich.ma.us

From: Emily Mitchell
Sent: Friday, March 31, 2023 12:35 PM
To: 'Jennifer Clarke' <jclarke@town.harwich.ma.us>; Marissa Stone El Sehrauey <melsehrauey@town.harwich.ma.us>
Subject: RE: Annual Conflict of Interest Law Training Requirement

Good afternoon and Happy Friday!

This follow up email is going out to the same set of folks included on the initial Conflict of Interest Training email I sent in January below.

I'm following up with a courtesy reminder that next **Friday, April 7, 2023**, is the deadline for all employees and board/committee/commission members to complete the required annual Conflict of Interest training, available here: <https://www.mass.gov/how-to/complete-the-conflict-of-interest-law-education-requirements>.

Robbin Kelley

From: Michael Andranovich <michael.andranovich@capecod.gov>
Sent: Thursday, March 23, 2023 11:24 AM
To: Michael Andranovich
Cc: Phoebe Plank
Subject: AmeriCorps Cape Cod - Apply to Host a 2023-2024 AmeriCorps Cape Cod Individual Placement!
Attachments: YR25_MemberPositionDescription&ApplicationInstructions_InfoPacket.pdf

Good afternoon Outer Cape Community Partners,

Is your department/organization interested in applying for a 2023-2024 AmeriCorps Cape Cod Individual Placement (IP)? An IP is an opportunity for a community organization to host an ACC member for 1, 2, or 3 days per week to serve on a long term, capacity building project. Anyone wishing to apply is required to attend one of our informational sessions on **Monday, 4/3** or **Thursday, 4/6**.

Visit our website to learn more and RSVP for a session!

<https://www.capecod.gov/departments/ameri corps/service-partner-tools/individual-placement-application/>

Additionally, we're currently recruiting for our Year 25 Corps. Attached is the member position description and instructions on how to apply. We'd appreciate it if you helped us spread the word throughout your networks!

Please reach out to me directly if you have any questions about Individual Placements. Thank you for your continued support of our program!


Michael








Michael Andranovich ([he/him/his](#))

Program Coordinator (Outer Cape) | AmeriCorps Cape Cod

Barnstable County, Regional Government of Cape Cod

 Email michael.andranovich@capecod.gov |  Work Cell (774) 994-2216 |  Mobile (203) 710-1658

 [3195 Main Street | P.O. Box 427 | Barnstable, MA 02630](#)

       www.americorpscapedcod.org

Please note, my email address has recently changed. Please update my contact information. Thank you.



Robbin Kelley

From: Kara Mewhinney
Sent: Tuesday, April 4, 2023 10:09 AM
To: Robbin Kelley
Subject: RE: Art Week-Cemetery Walk

Hi Robbin,

That would be great. Thank you so much. I appreciate your help.

-Kara

From: Robbin Kelley <rkelley@town.harwich.ma.us>
Sent: Tuesday, April 4, 2023 7:59 AM
To: Kara Mewhinney <kmewhinney@town.harwich.ma.us>
Subject: RE: Art Week-Cemetery Walk

Kara

I would do Island Pond Cemetery.

I can make you a list of writers and Artists if you would like.

Robbin

From: Kara Mewhinney <kmewhinney@town.harwich.ma.us>
Sent: Monday, April 3, 2023 12:59 PM
To: Robbin Kelley <rkelley@town.harwich.ma.us>
Subject: Art Week-Cemetery Walk

Hi Robbin,

Hope you are well. I heard that in Harwich we have many poets, writers and other of celebrity status in Harwich Cemeteries is this information you may have?

Also for Art Week I am looking at hosting a walk and explore of cemeteries (some people are super into walking through) is there any suggestions you may have as for which Cemeteries are better for this?

Thank you!

Kara Mewhinney
Director of Cultural Affairs
Harwich Cultural Districts
O: 508-301-1913
C: 774.212.3482
[Learn More Today](#)

Robbin Kelley

From: Laura Brown <lbrown@harwichmagov.onmicrosoft.com>
Sent: Thursday, March 16, 2023 2:06 PM
Subject: Save the Dates! Enterprise 2021 Training
Attachments: Harwich MA- 03.29.23 - Purchasing Invoice Entry Hub Financial Workflow.docx; How to use Microsoft Teams as a Guest (for Clients).docx

Listed are the current dates Harwich has scheduled for your PACE on-line training from Tyler Technologies:

March 29 – all day

½ day HRM: Time & Attendance, Payroll, Budget reporting, HUB & HRM workflow

½ day Financial: Invoice Entry, Purchase Order Processing, HUB & Financial workflow

April 7 – 8:30-12:00

Time & Attendance, Payroll, HRM Budget reporting, HUB & HRM workflow

April 18 – 1:00 – 4:30

Drop in Open Session

April 26 – 1:00 – 4:30

Drop in Open Session

April 28 – 8:30 – 12:00

Drop in Open Session

I will be sending the invitations separately as I get them. Attached are instructions for connecting to Tyler Teams meeting and The End User Training for Purchasing and Invoice Entry.

Please verify you can login to the new environment prior to attending any trainings and refer to my previous email for more information. Your new Enterprise 2021 is here: <https://tylerhub.harwich-ma.gov>

CEMETERY REVOLVING FY2023

Date	Revenue	Admin	Mark out	Lot Returns	Expenses	PC	Balance
	16111004				16111002		\$82,130.50
	Previous Balance from FY2021						
7/8/2022		\$100.00					100.00
		\$100.00					100.00
		\$100.00					100.00
	\$450.00					50.00	450.00
7/14/2022		\$100.00					100.00
			\$75.00				75.00
			\$75.00				75.00
			\$75.00				75.00
			\$75.00				75.00
		\$100.00					100.00
			\$75.00				75.00
		\$100.00					100.00
		\$100.00					100.00
7/21/2022	\$720.00					80.00	720.00
	\$4,320.00					480.00	4,320.00
7/27/2022		\$100.00					100.00
7/29/2022		\$100.00					100.00
		\$100.00					100.00
8/3/2022	\$4,320.00					480.00	4,320.00
			\$75.00				75.00
		\$100.00					100.00
		\$100.00					100.00
			\$75.00				75.00
		\$100.00					175.00
		\$100.00					100.00
		\$100.00					100.00
			\$75.00				75.00
8/5/2022		\$100.00					100.00
8/5/2022					351.26		-351.26
8/5/2022					900.00		-900.00
8/11/2022		\$100.00					100.00
8/13/2022		\$100.00					100.00
		\$100.00					100.00
8/14/2022							-600.00
8/26/2022		\$100.00					100.00

8/19/2022	Admin Doane IP	\$100.00			100.00
	Admin Sprout IP	\$100.00			100.00
	Admin Johnson IP	\$100.00			100.00
	Admin Byran S IP	\$100.00			100.00
	Admin Byran J IP	\$100.00			100.00
9/2/2022	Henry T Cosby Cahoon Reset IP		450.00		-450.00
	Seaside Arborist Tree & Brush MP		1,700.00		-1,700.00
	Amazon -Flags for Mark outs		31.98		-31.98
	Mass Cemetary Annual Meeting		175.00		-175.00
9/6/2022	Admin Oneill MP	\$100.00			100.00
	Admin Worth EV	\$100.00			100.00
9/7/2022	Lot Sale Luby EV			270.00	2,430.00
	Lot Sale Hoskins EV			1040.00	9,360.00
	Lot Sale Leary EV			400.00	3,600.00
9/14/2022	Admin Bernabei MP	\$100.00			100.00
	Lot Sale Bernabei MP			80.00	720.00
	Admin Luby EV	\$100.00			100.00
	Admin Hathaway IP	\$100.00			100.00
	Admin Middleton MP	\$100.00			100.00
	Mark out Middleton MP				75.00
	Lot Sale Thomas IP			55.00	495.00
9/26/2022	Admin Chase PG	\$100.00			100.00
	Admin Milano MP	\$100.00			100.00
	Admin Whiteman IP	\$100.00			100.00
	Admin Long EV	\$100.00			100.00
	Mark out Blake IP				75.00
10/5/2022	Lot Sale Howell EV			80.00	720.00
	Mark out Edwards IP				75.00
	Admin Washburn IP	\$100.00			100.00
	Admin Mullins IP	\$100.00			100.00
	Admin Grizzy EV	\$100.00			100.00
	Mark out Davis EV				75.00
	Mark out DeVries IP				75.00
10/11/2022	Admin Coombs IP	\$100.00			100.00
10/12/2022	Lot Sale Baltz IP			80.00	720.00
	Lot Sale Mahan IP			160.00	1,440.00
10/14/2022	Mark out Milley EV				75.00
10/14/2022	Farrell Electrical EV Vet Circle		3,629.00		-3,629.00
10/14/2022	All Cape Fence Mt Pleasant		1,295.00		-1,295.00
10/18/2022	Admin Milley EV	\$100.00			100.00
	Admin Pierce PG	\$100.00			100.00
10/19/2022	Mark out Gonsalves IP				75.00
	Mark out Caparelliotis IP				75.00

Mark out Dinezio EV				\$75.00			75.00
Mark out Cayouette NH				\$75.00			75.00
10/20/2022 Lot Sale Mason EV		\$720.00			80.00		720.00
10/27/2022 Lot Sale O'Neill T MP		\$4,320.00			480.00		4,320.00
Lot Sale O'Neill S MP		\$4,320.00			480.00		4,320.00
Admin Cabral PG			\$100.00				100.00
Admin Long IP			\$100.00				100.00
11/3/2022 Lot Sale Bell IP		\$450.00			50.00		450.00
Admin Allegrini IP			\$100.00				100.00
11/4/2022 Mark out Gilfort IP				\$75.00			75.00
Mark out Allegrini IP				\$75.00			75.00
Mark out Fernandes IP				\$75.00			75.00
Lot Sale Tollo EV		\$495.00			55.00		495.00
12/16/2022 Admin Withereil IP			\$100.00				100.00
Mark out Coombs IP				\$75.00			75.00
Admin McCormack EV			\$100.00				100.00
Admin Worth EV			\$100.00				100.00
Admin Carroll IP			\$100.00				100.00
11/9/2022 N E Cemetery Management Seminar						595.00	-595.00
Seaside Arborist Tree & Brush						3,400.00	-3,400.00
12/20/2022 Lot Sale Tocci IP		\$495.00			55.00		495.00
Admin Watkins MP			\$100.00				100.00
Mark out Long IP				\$75.00			75.00
12/30/2022 Lot Sale Block		\$1,440.00			160.00		1,440.00
Admin Tocci IP			\$100.00				100.00
1/3/2023 Admin Carbonneau MP			\$100.00				100.00
1/6/2023 Lot Sale Guinan		\$810.00			90.00		810.00
1/11/2023 Lot Sale O'Leary IP		\$720.00			80.00		720.00
Mark out Dyer IP				\$75.00			75.00
Mark out Long IP				\$75.00			75.00
Admin Athens EV			\$100.00				100.00
1/13/2023 Repair of Memorial IP						1,755.00	-1,755.00
Agway Cape Cod Walnut Tree & Shurbs						209.75	-209.75
1/18/2023 Admin O'Leary IP			\$100.00				100.00
Admin Tydesley IP			\$100.00				100.00
1/19/2023 Mark out Webster EV				\$75.00			75.00
Admin Neal EV			\$100.00				100.00
Mark out Neal EV				\$75.00			75.00
1/26/2023 Lot Sale Pitchford IP		\$1,440.00			160.00		1,440.00
Admin Matthews IP			\$100.00				100.00
2/2/2023 Admin Pitchford IP			\$100.00				100.00
Admin Bush IP			\$100.00				100.00
2/9/2023 Paul Sweetser survey EV Vet Circle						1,700.00	-1,700.00

Supplies WB Mason						56.36			-56.36
2/17/2023 Mark out Foster MP				\$75.00					75.00
Admin Miller-Puckett MP									100.00
2/27/2023 Lot Sale Robbins IP		\$720.00					80.00		720.00
Admin Griffin IP									100.00
2/28/2023 Admin Desmarais IP									100.00
3/9/2023 Web Services - Evergreen Software						10,000.00			-10,000.00
Seaside Arborist Island Pond						3,400.00			-3,400.00
3/28/2023 Lot Sale VanHoose/Palmer IP		\$450.00					50.00		450.00
VanHoose/Palmer IP Admin & Markout				\$75.00					175.00
Mark out Jamieson IP				\$75.00					75.00
Mark out Desmarais IP				\$75.00					75.00
Mark out O'Leary IP				\$75.00					75.00
Mark out Pluckett MP				\$75.00					75.00
Admin Cain IP			\$100.00						100.00
3/31/2023 Admin Power MP			\$100.00						100.00
Admin Rubel IP			\$100.00						100.00
4/6/2023 Admin Griswold IP			\$100.00						100.00
Admin Higgins IP			\$100.00						100.00
Admin Bennett IP			\$100.00						100.00

\$45,675.00	\$6,800.00	\$2,625.00	-\$600.00	\$29,648.35	\$5,075.00	106,982.15
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Admin	\$6,800.00
Mark outs	\$2,625.00
Total Deposited into revolving	\$55,100.00

Encumbered	
Software for Evergreen Cemetery	-20,000.00
Mower for DPW	-7,760.22
Hardscape for Veterans Memorial Circle	-40,000.00
Tree Removal at Bank Street Cemetery	-3,400.00
Bank Street Cemetery Fence	-4,680.00
Tree Tags for Island Pond Cemetery	-2,497.95
Available Balance	28,643.98

Budget 2023

Water 014912-52300

	Date	Withdrawal	Balance	
Beginning			-\$2,384.82	
Water South Harwich	9/2/2022	\$45.00	\$45.00	
Eversource	9/2/2022	\$15.37	\$15.37	
Eversource	10/14/2022	\$9.71	\$9.71	
	10/14/2022	\$9.21	\$9.21	
South Hariwch	10/14/2022	\$70.00	\$70.00	
Mt Pleasant Bldg	10/14/2022	\$45.00	\$45.00	
Island Pond	10/14/2022	\$368.06	\$368.06	
Mt Pleasant	10/14/2022	\$115.95	\$115.95	
North Harwich	10/14/2022	\$95.00	\$95.00	
Pine Grove	10/14/2022	\$170.30	\$170.30	
Eversource	11/9/2022	\$8.98	\$8.98	
Eversource Oct	12/16/2022	\$8.98	\$8.98	
Eversource Nov	12/16/2022	\$6.00	\$6.00	
Eversource Dec	1/13/2023	\$6.00	\$6.00	
Eversource Jan	2/9/2023	\$5.88	\$5.88	
South Hariwch	2/9/2023	\$45.00	\$45.00	
Pine Grove	2/9/2023	\$45.00	\$45.00	
North Harwich	2/9/2023	\$45.00	\$45.00	
Mt Pleasant Bldg	2/9/2023	\$45.00	\$45.00	
Mt Pleasant	2/9/2023	\$70.96	\$70.96	
Island Pond	2/9/2023	\$53.52	\$53.52	
Eversource	3/9/2023	\$9.00	\$9.00	
		\$1,292.92	-\$1,091.90	-\$1,091.90

Mil/Due/Subscrip 014912-573000

	Date	Withdrawal	Beginning Balance	
			-\$1,886.00	
ICCFA	11/9/2022	\$99.00	\$99.00	
July 2022 Mileage	12/16/2022	\$58.80	\$58.80	
Aug 2022 Mileage	12/16/2022	\$134.40	\$134.40	
Sep 2022 Mileage	12/16/2022	\$92.40	\$92.40	
Oct 2022 Mileage	12/16/2022	\$124.32	\$124.32	
Nov 2022 Mileage	12/16/2022	\$68.88	\$68.88	
Dec 2022 Mileage	1/13/2023	\$99.68	\$99.68	
Mass Cemetery Dues	3/10/2023	\$300.00	\$300.00	
Annual Meeting	3/10/2023	\$200.00	\$200.00	
NE Cemetery Dues	3/10/2023	\$50.00	\$50.00	
		\$1,227.48	-\$658.52	-\$658.52

Supplies 014912-542000

Date	Withdrawal	Beginning Balance
		-\$510.00

WB Mason	10/14/2022	\$228.80	\$228.80
WB Mason	3/9/2023	\$259.56	\$259.56
WB Mason	3/9/2023	\$206.68	\$206.68

Office Sup 014912-578000

\$695.04	\$185.04	\$185.04
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Date	Withdrawal	Beginning Balance
		-\$612.00

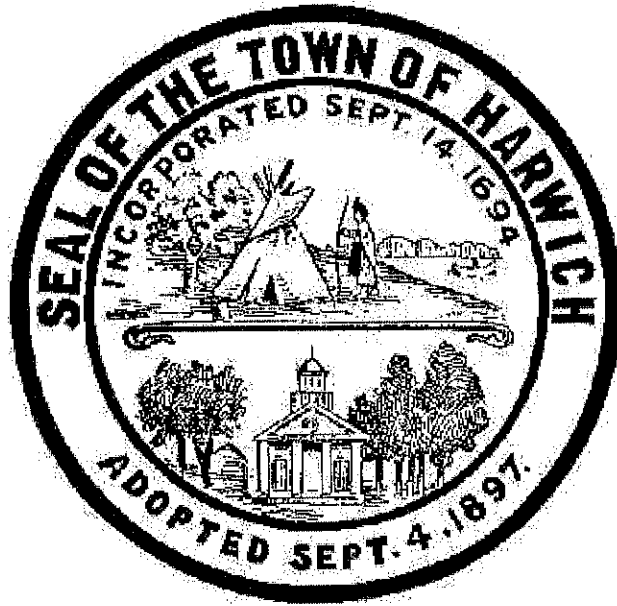
Cellphone 14912-534400

-\$510.00

Date	Withdrawal	Beginning Balance	
July	\$41.49	\$41.49	
August		\$41.49	
September		\$41.49	
October		\$41.49	
November		\$41.49	
December		\$41.49	
January		\$41.49	
February		\$41.49	
March		\$41.49	
		-\$136.59	-\$136.59

Clothing 014912-517900 Other Fringe Benefits

Date	Withdrawal	Beginning Balance	
		-\$325.00	-\$325.00
			\$0.00
	Total Available	-\$426.96	-\$2,026.97



Harwich Cemetery Commission

Rules and Regulations

of the

Harwich Cemeteries

2023

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.

16 February 2023

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I. 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 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

Contact Information: Office phone: 508-430-7549
FAX: (508) 430-7598
Email: rkelly@town.harwich.ma.us

Administration Hours of Operation:
Monday-Friday 7:30-3:00

Persons seeking information and/or services covered by these rules and regulations shall be guided by the hours of operation specified for the Cemetery office. 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.

Interment Service Hours:

Except where special arrangements are made at least FORTY-EIGHT (48) hours in advance through the Cemetery Administrator or their designated representative, no services shall be provided beyond normal working hours or on Sundays or holidays.

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

II. Cemetery Commission

The Harwich Cemetery Commission is dedicated to and responsible for the care, maintenance, preservation, and improvement of over 98 acres of cemetery grounds, monuments, and the Marceline Arboretum. Our objective is to offer the people of Harwich and their family's burial grounds and services consistent with the town's needs, the social and cultural needs of its residents, and our cemetery's beautiful and historic settings. We strive to preserve and maintain our cemeteries while simultaneously developing and improving new sites and offering new interment services in a financially responsible manner.

The Cemetery Commission consists of three members appointed by the Harwich Board of Selectman. The Commission's responsibilities shall include, but not be limited to, overseeing the Cemetery Administration and Cemetery Department with regards to the operation and maintenance of the cemeteries of the Town of Harwich in accordance with Massachusetts General Laws (MGL) Chapter 114 and the Town of Harwich Cemetery Rules and Regulations.

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 lots 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.

Any exceptions to the Rules and Regulations shall be determined by the Cemetery Administrator and Commission.

The Harwich Cemetery Commission generally meets at 9am on the first Tuesday of the month. Please consult the website for updates. The public is always welcome to attend. If you wish to address the Commission during our meetings, please contact the Cemetery Administrator in advance.

III. Harwich Cemeteries

- A. **Active Cemeteries** (Burial lots 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
- B. **Inactive Cemeteries** (Burial lots unavailable)
Bank Street Burial Ground, Bank Street, near Long Road, Harwich
Baptist Church Cemetery, Depot Street & 62 Route 28, West Harwich
Herring River Cemetery, West Harwich
Hawks Nest Cemetery, Nathan Walker Road, East Harwich
Lothrop Cemetery, Off Lothrop Ave, West Harwich
Union Cemetery, AKA Methodist Church Cemetery, 1 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

IV. Harwich Cemetery Commission Rules and Regulations

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.

A. Visitation Rules

1. The cemetery grounds are not a playground or recreational area. Loud, boisterous, or undignified behavior will not be tolerated.
2. Town cemeteries are open daily from dawn to dusk.
3. 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 designated areas and roadways only.
4. Recreational sports or similar activity to include bicycling, horseback riding, motorcycling, or skateboarding, are prohibited. Skateboards, roller blades, or bicycling for the purpose of respectful visitation is allowed (See #1 above). Unregistered vehicles are not allowed at any time.
5. Consumption of alcohol or drugs are prohibited. Anyone disturbing the peace and quiet in any way will be removed from the property.
6. 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. Pressure washing gravestones 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 trash barrels.
11. Picking of blossoms, flowers or foliage is prohibited.

B. Cemetery Regulations

1. Interments

a. Burial lots in the cemeteries shall be used for no other purpose than a place for the interment of human dead burials including cremation remains.

b. The Cemetery Administrator 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.

c. 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.

d. 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 the Cemetery Administrator or designated representative. (Reference MGL Part 1, Title XVI, Chapter 114, section 45)

e. All modifications or changes to inscriptions on existing monuments must receive the prior approval of the Harwich Cemetery Administrator. (Reference section B, 3e)

f. Pursuant to MGL Part 1, Title XVI, Chapter 114, section 43N failure to comply with this section will result in a \$300 fine. Monumental masons and installers are encouraged to take note.

g. At the present time the Harwich Cemeteries do not have a designated section for the scattering of cremains. Until an area is so designated, the scattering of ashes (cremains) is expressly prohibited.

h. Generational Succession of Burial Lots

1. Assignment of right of burial shall be arranged by first contacting the Cemetery Administrator. An Heirs of Record Form needs to be completed, notarized, and submitted to the Cemetery Administrator in order to ensure accurate recording of all assignments.

2. The laws of the Commonwealth of Massachusetts govern the descent of title to cemetery lots as well as other matters pertaining to assignments, conveyances, advices, trust deeds and inalienability. In accordance with MGL Ch. 114 Section 31: "If in a will no express disposition or other mention is made of a cemetery lot owned by the testator at his decease, and wherein he or any member of his family is buried, the ownership of the lot shall not pass from his lawful heirs by any residuary or other general clause of the will, but shall descend to his heirs as if he had died intestate." If no express disposition has been made, the rights of burial shall be limited to three generations of the lot owner.

3. 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). When the lot is not specifically mentioned in the will, a "Record of Heirs" form must be filed at the cemetery office and signed by one of the heirs at law, and in the case of minors, by their guardian. This affidavit must include a list of names of all heirs and a majority must also designate one of their number as the representative, who shall be authorized to sign orders for interments in the lot and to give all other needful directions regarding the lot. If no such affidavit shall be filed, the Cemetery Commission may designate one of the heirs at law so to act until such time as the aforementioned affidavit shall have been filed.

4. Therefore it is the sole responsibility of the owner/heirs, or any other lawful person to provide documentation to show control of burial rights and to designate burial authorization. To ensure the correctness of our records, no burial rights can be transferred except by filing with the Cemetery Administrator a copy of the will and probate, or in the case of intestacy, or where the burial right has been listed in the will, the Commission will recognize as owner those persons listed as receiving the residue of the estate, or that part designated in a signed agreement, executed by the immediate heirs. It is recommended that license holders bequeath burial rights to avoid confusion.

i. 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.

2. Cemetery Lots

a. Lot Usage

1. In standard lots (minimum of 4' x 8') you may have one full burial plus one cremation. Four cremations are permitted if there is no full burial present.
2. In cremation lots (4' x 3') may have a total of two cremations.

b. Lot Sizes

1. Lots in older sections in existing cemeteries (minimum of 4' x 8') Pine Grove, Mount Pleasant, Island Pond, Kelley, South Harwich, North Harwich & Evergreen Cemeteries
2. New sections of Evergreen and Island Pond Cemeteries 4' x 9'
3. Cremation lot size: Evergreen and Island Pond Cemeteries 4' x 3'
4. Mausoleum lot size at the discretion of the Cemetery Commission

c. A full burial lot (minimum 4'x8') 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.

d. Indigent Veterans who were Harwich residents at the time of their entry into military service or at the time of their death shall be provided a single grave space at no cost pending verification of service from the Veterans Agent and approval of the Cemetery Commission.

e. A single grave space shall be provided at no cost to an indigent Harwich resident upon approval of the Cemetery Commission.

f. Flowers and plantings are the responsibility of the lot owner to maintain and remove. The following additional guidance shall apply to all cemeteries:

1. The planting of invasive or rampant-growing species is prohibited.
2. A flowerbed consisting of low growing annuals and/or perennials (please see the list of approved plantings available on the town website or through our administration office) must not exceed one foot from the front of the base of the approved monument and no wider than the base of the monument with a two-inch border of mulch or loam so as not to interfere with mowing.

3. Mulch and loam are the only items to be used in the flowerbeds. Stones, marble chips, fences, or other materials are not permitted.

4. No plantings are permitted on the back side of a monument

5. A total of two small (dwarf variety preferred) bushes will be permitted at the discretion of the Administrator or Commission on four grave lots or larger. Please see the Administrator for a list of approved bushes/shrubs.

6. 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.

7. Plants and flowers planted within the prescribed flowerbeds are the responsibility of the owners of the lot. Flowerbeds must be kept neat and well maintained. The cemetery commission or designee reserves the right to remove any plantings that exceed the confines specified above, become overgrown or unsightly.

8. Any major changes such as excessive pruning or removal of shrubs or trees made by lot owners, or by their order, must have prior authorization of the Cemetery Administration. Debris must be removed by persons performing such maintenance to preserve as much as possible the natural appearance of cemeteries. (See Lot Maintenance Form).

9. No objects, including but not limited to, statues, balloons, sports equipment, artificial or silk flowers, stuffed animals, dolls, eternal flames, candles, windchimes, solar lanterns or hanging plants are permitted.

10. The Town of Harwich is not liable for any items left on a grave not limited to damage or loss of flowers, plantings, or memorials for any reason.

g. 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, borders, curbing, mylar balloons, wind chimes, or any alcoholic beverages. No signs, lettered wooden boards, statues of animals (or the like), or toys and paraphernalia are permitted.

h. Masons, stonecutters and all workmen shall notify the Cemetery Administrator of all work to be done in the cemeteries. They must remove any debris or rubbish, restore any damage done to the lot or the road by their work. The Town of Harwich will not be responsible for any errors made by any improper inscription on any memorial.

3. Markers, Headstones, Monuments

a. Previously Established Cemetery Sections

Single Lot: May contain one headstone, not to exceed 30" width (left to right) x 16" (front to back) and one flat flush marker 2' x 1'. In lieu of the single headstone, a maximum of two flat flush markers, 2' x 1', are permitted.

Multiple Lots: May contain one marker not to exceed 50% of the width of the lots measured at base or foundation with a base depth of 18" maximum and height of 48" plus one flat flush marker, 2' x 1', per grave lot.

Cremation Lot: A 4' x 3' cremation lot may contain a maximum of two flush markers measuring 2' x 1' per marker or one marker not to exceed 2' x 2'.

b. In existing cemeteries where family lots have been established, those families will be allowed to add memorials to duplicate the existing markers or headstones.

c. No markers, headstones, monuments, corner markers, bench, 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 materials. All monuments are to be centered at the head of lot or centered at the mid-line.

d. A single 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.

e. All modifications or changes to inscriptions on existing monuments must receive the prior approval of the Harwich Cemetery Administrator. (Reference Section B, 1e)

f. Pursuant to MGL Part 1, Title XVI, Chapter 114, section 43N failure to comply with this section will result in a \$300 fine. Monumental masons and installers are encouraged to take note.

g. 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.

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

i. Mausoleums will be handled on a case-by-case basis at the discretion of the Cemetery Commission.

j. Newly Designated Cremation Sections

Headstones are not permitted in these specially designated sections.

In a 4' x 8' cremation lot up to four cremation interments and up to four flat flush markers 2' x 1' in size are permitted.

A 4' x 3' cremation lot may contain a maximum of two cremains and two flat flush markers measuring 2' x 1' per marker or one marker not to exceed 2' x 2'.

V. Definitions

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

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.

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

Columbarium - a building for the housing of cremated remains. Comparable to a 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.

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.

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.

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.

Flat flush marker (FFM)- 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.

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.

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

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

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

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.

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

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.

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

Lot sizes-See Cemetery Lots page 9

Mausoleum - a building for the housing of bodies in separate drawer,- or compartments. A mausoleum differs from 1 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, an 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 greenward with either flush or other regulated grave markers; in the last half of the 19th century, those with flush markers were called "lawn" cemeteries.

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

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

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 2.

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

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 cut entirely through a stone, creating arches, loops, and openings.

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.

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 stories.**

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

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 stories' highest point.

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.

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.

Wedgestone - 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.

VI. Frequently Asked Questions:

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

Anyone may purchase a burial lot in the Town of Harwich Cemeteries. There are separate fees set for residents and nonresidents.

How many burials are allowed per grave?

Please see Rules and Regulations: IV, Section B, 2-Cemetery Lots, sub-section 2.a. "Lot Usage"

What size monuments are allowed?

Please see Rules and Regulations: IV, Section B, 3-Markers, Headstones, Monuments, sub-sections 3.a. and 3.j.

What is allowed on a grave lot?

Please see Rules and Regulations: IV, Section B, 2-Cemetery Lots, sub-sections 2.f (1-10) and 2.g.

Are plantings permitted on a cemetery lot?

Yes, plants may be planted in front of the monument only. See IV - Rules and Regulations, B. Cemetery Regulations, Section 2.f.

What plantings are recommended?

Plants need to be approved by the Cemetery Commission. Please contact our Administration Office for a list of recommended plantings on the town website.

Can you donate a memorial tree to the cemetery?

Yes, trees can be donated in memory but must be approved by the Cemetery Commission.

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

Yes, the Town of Harwich provides both a flag holder and flag for every Veteran buried in the town cemeteries.

March 20, 2023

Narwich Cemetery Commission
732 Main St.
Narwich MA 02645

Attn: Steve H. Conner
Chair, Cemetery Commission

To Whom it May Concern:

As a follow-up to my telephone conversation with Robbin Kelley last Thursday, I am writing to confirm that the Cemetery Commission has my permission to remove the shrubs on my property at 249 Canal Street that are encroaching on the Koun's property at 251 Canal Street. If you have any questions, please feel free to contact me at (508) .

Sincerely,

Ellen F Bradley, Trustee
Canal St Trust
249 Canal St. (PO Box 1546)
Narwich MA 02645

Robbin Kelley

From: Joni Seely
Sent: Tuesday, April 4, 2023 12:11 PM
To: Robbin Kelley
Subject: Bank St,. Cemetery
Attachments: SKM_C36823040411300.pdf

Robbin,

Just so you know that the shrub has been removed.

Joni
Harwich DPW
508-430-7555

Harwich Cemetery Commission
Community Center, 100 Oak Street, Harwich
Monday, March 20, 2023

Commissioner Notes:

Today, Robbin, Jim, and I visited the Bank Street cemetery to mark trees for removal on 3/21/2023 and to discuss options going forward. The property owner at the rear of the cemetery joined us briefly. Here are my thoughts after this morning:

1. What is the overall goal when this work is finished? Appearance?
2. How precise do we want the fence line to be? (L & R as if standing on street looking in)
 - a. The back boundary will require substantial reclamation of that property owners garden and land. It might be better to just rip off that Band-Aid and get it over with. We are being careful with the trees to ensure they never damage their property.
 - b. The left edge: will the fence follow the full property line to their picket fence? If so, then we will create an "island" of grass within the cemetery on the left side.
 - c. How far should the right-side fence go towards bank Street?
3. Final ground treatment
 - a. Grass everywhere-Jim commented that they don't have room for the trailers with the mowers.
 - b. Partial grass for "beautification" (being good neighbors). Then, how far back? To the CAB gravesite?
 - c. Partial grass as a walkway to the gravesite and then a 50'x50' grassed gravesite?
 - d. Even leaving the cemetery "natural will require some form of maintenance otherwise we are right back to where we are today.
4. I would like Robbin to try to ascertain the number of burials or size of the burial "zone".
5. Parking area size and location
6. Sign location

I still keep coming back to item #1, what do we want the end result to look like? I feel if we start there and work backwards, we will be able to answer the other questions.

It might be appropriate to ask Jim to attend the April meeting to offer insights as to long term care/maintenance of this unique cemetery.

Respectfully Submitted,

Robert B. Thompson
Harwich Cemetery Commissioner















Precision Signs & Labels / Envision Graphics
 1645 Lyell Avenue, Ste136
 Rochester, NY 14606
 (585) 340-6600
 phowell@pslroc.com
 http://www.botanicalsigns.com

BILL TO

Robbin Kelley
 Town of Harwich
 100 Oak St
 Harwich, MA 02645
 United States

SHIP TO

Robbin Kelley
 Town of Harwich
 100 Oak St
 Harwich, MA 02645
 United States

INVOICE 23141

DATE 02/06/2023 TERMS Net 30

DUE DATE 03/08/2023

SHIP DATE

03/13/2023

SHIP VIA

FedEx Ground

SALES REP

Phil Howell

DESCRIPTION	QTY	RATE	AMOUNT
.032MBK/S3"X5" .032 MATTE BLACK/SILVER TEXT 3"X5"	105	10.25	1,076.25
STK.75"X18" ALUMINUM STAKE .75"x18"	105	3.75	393.75
.032MBK/S3"X5" .032 MATTE BLACK/SILVER TEXT 3"X5"	102	10.25	1,045.50
MOUNTING HARDWARE MOUNTING HARDWARE 3" STAINLESS SCREW AND SPRING	204	1.00	204.00
HANDLING HANDLING	4	6.50	26.00
SETUP CHARGE \$35.00 SETUP CHARGE \$35.00	6	50.00	300.00

SUBTOTAL 3,045.50
 DISCOUNT 10% -304.55
 SHIPPING 47.70
 TOTAL 2,788.65

TOTAL DUE \$2,788.65



Invoice

Remittance Address:
 Deere & Company
 Ag & Turf SABD & Government Sales
 21748 Network Place
 Chicago, IL 60673-1217
 Phone: 800-358-5010

Bill To: 2060436

HARWICH DPW
 273 QUEEN ANNE RD
 HARWICH MA 02645

Ship To: 2060436

HARWICH DPW
 MAINTENANCE
 KYLE EDSON
 273 QUEEN ANNE RD
 HARWICH MA 02645

Information

Invoice Number 117451432
 Invoice Date 02/27/2023
 Invoice Due Date 03/30/2023
 Payment Terms Net 30 Days
 Purchase Order No. 18880
 Reference# 3434829
 Sold To 2060436
 Servicing Dealer 000S034031
 JD FID No. 36-2382580

Invoice Details

Item	Material Description	Qty/Wt	Unit Price	Amount
0010	2321TC 648R 22HP* Commercial QuikTrak with 48 l Contract Description:MA FAC116 Serial Number: 1TC648RACPT110150	1 PC	9,949.00	9,949.00
Items total.....				9,949.00
MSRP%Discount				2,188.78-
Tax Amount.....				0.00
TOTAL				7,760.22
				Pay This Amount

VENDOR #	
INV #	117451432
ORG	OBJECT
11011002	578000
AMOUNT	\$7,760.22
APPROVED BY	DEPARTMENT HEAD
<i>[Signature]</i>	
WARRANT NO.	WARRANT DATE
T03040	Apr 20, 2023

When paying by check, please reference Invoice Number above.
Payment must be made to the remittance address listed above.
Payment should not be made to a dealership or any other remittance addr.
To pay by credit card, please contact us at 1-800-358-5010 option 1.

The above items are sold according to the terms on the face and reverse side hereof, including those limiting warranties and sellers liabilities, any federal, state or city sales or use taxes are to be paid by purchaser. The above goods are made in accordance with the Fair Labor Standard Act of 1938, as amended, proof of delivery must be requested within sixty days of invoice date.

EVERSOURCE

Account Number: **2864 737 0015**
 Customer name key: HARW
 Statement Date: 03/10/23
 Service Provided To:
 HARWICH CEMETERY DEPT

Total Amount Due
 by 04/04/23

\$29.88

Electric Account Summary

Amount Due On 03/06/23	\$14.88
Last Payment Received	\$0.00
Balance Forward	\$14.88
Current Charges/Credits	
Electric Supply Services	\$0.00
Delivery Services	\$15.00
Total Current Charges	\$15.00
Total Amount Due	\$29.88

**Svc Addr: 1403 ORLEANS RD WELL
 HARWICH MA 02645**
Rate 35 G1 SMALL GENERAL SERV NONDMD Cycle 06
Service from 02/07/23 - 03/08/23 29 Days
Next read date on or about: Apr 07, 2023

Meter Number	Current Read	Previous Read	Current Usage	Reading Type
2481914	7504	7504	0	Actual

Total Charges for Electricity

Supplier (NEXTERA ENERGY SERVICES)

Meter 2481914		
Generation Service Charge	0 kWh X .08798	\$0.00
Subtotal Supplier Services		\$0.00

Delivery

(Rate 35 G1 SMALL GENERAL SERV NONDMD)		
Meter 2481914		
Customer Charge		\$15.00
Subtotal Delivery Services		\$15.00
Total Cost of Electricity		\$15.00

Total Current Charges

\$15.00

Contact Information

Emergency: 800-592-2000
 www.eversource.com
 Pay by Phone: 888-783-6618
 Customer Service: 800-340-9822

Important Messages About Your Account

DIGGING? STATE LAW REQUIRES YOU OR YOUR CONTRACTOR TO CALL DIG SAFE AT 811 AT LEAST THREE BUSINESS DAYS PRIOR TO DIGGING. FOR MORE INFORMATION VISIT DIGSAFE.COM. IMPORTANT SAFETY INFORMATION IS ALSO AVAILABLE IN THE "SAFETY" SECTION OF EVERSOURCE.COM.

*29.88
 - 9.00 PD 3/10/2023
 20.88*

VENDOR #	22201	
INV #	MAR2023	
ORG	OBJECT	AMOUNT
014912	523000	\$ 5.88
APPROVED BY	<i>[Signature]</i> DEPARTMENT HEAD	
WARRANT NO.	WARRANT DATE	
T23040	April 20, 2023	

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Eversource is required to comply with Department of Public Utilities' billing and termination regulations. If you have a dispute please see the bill insert for more information.

For an electronic version of this insert, residential customers go to Eversource.com/about-residential-bill and business customers go to Eversource.com/about-business-bill. Then select "Monthly Bill Inserts" from the page. Budget Billing is also available to pay a more consistent bill each month. Please see the Customer Rights Supplement for more information.

VENDOR #	22201	
INV #	APR2023EV	
ORG	OBJECT	AMOUNT
014912	523000	\$ 15.-
APPROVED BY	<i>[Signature]</i> DEPARTMENT HEAD	
WARRANT NO.	WARRANT DATE	
T23040	April 20, 2023	