

AGENDA
CEMETERY COMMISSION MONTHLY MEETING
HARWICH COMMUNITY CENTER, 100 OAK STREET
TUESDAY SEPTEMBER 7, 2021 AT 9:00AM

- I. CALL TO ORDER
- II. APPROVAL OF THE MINUTES JUNE 8 AND JULY 13, 2021.
- III. CORRESPONDENCE FROM TOWN HALL & ASSOCIATIONS
 - A. **Email from Phoebe Plank on ACC Year 23 Group Services projects and Placement Calendar updates for new members.**
 - B. **Email from Meggan Eldredge on Training for COMMBUYS, “the state contract list” or “state bid list”.**
 - C. **Email from Terry Ford, Rock of Ages on Veterans Memorial Circle Flagpole Base.**
 - D. **Email from Jan Moore, Harwich Community Preservation Committee requesting report to update them on outstanding articles for their Thursday September 9th Meeting.**
 - E. **Email from Melody Masi on her family lot in Pine Grove Cemetery requesting lot information.**
 - F. **Email from Kay Benaroch on planting around memorial at South Harwich Cemetery.**
 - G. **Email from Nancy Jones on her parent’s lot in Mount Pleasant Cemetery.**
 - H. **Email from Brewster Cemetery on GPR work to be done.**
 - I. OTHER BUSINESS.
- IV. OLD BUSINESS
 - A. **Update on Veterans Memorial in Evergreen, updated plan by Paul Sweetser. Email from Robert Thompson questions on donations for Veterans Memorial.**
 - B. **Update on CPC Article for East Harwich Gravestone Conservation.**
 - C. **Email from John Canto Landscaping & Bobcat Services on paving Evergreen \$11,500 from the end of the new section on Route 39 and connecting to old section on Route 137, approximately 400 feet.**
 - D. **Rules and Regulations Review.**
 - E. OTHER OLD BUSINESS.
- V. NEW BUSINESS
 - A. **NEW DEEDS:**
 - B. **Bills: Young & Fancy Signs 4,720.00, John Canto \$750.00 berm to catch basin, John Canto \$3,000.00 Cranberry Ave paving.**
 - C. OTHER BUSINESS.
- VI. TOUR MOUNT PLEASANT AND MEET WITH JONES FAMILY AND KELLEY CEMETERY.
- VII. DATE AND TIME OF NEXT MEETING
- VIII. ADJOURNMENT

AUTHORIZED POSTING OFFICER:

POSTED BY: _____
TOWN CLERK

DATE: _____

Robbin Kelley

From: Phoebe Plank <phoebe.plank@barnstablecounty.org>
Sent: Wednesday, August 18, 2021 8:55 AM
To: Phoebe Plank
Subject: ACC Year 23 Group Service Project Proposal Form is Now Open!

Good morning,

I am emailing to let you know that AmeriCorps Cape Cod Group Service Project Proposal Form for the program's 23rd year is up and running! You can access the form on our website at: <https://www.americorpscapedod.org/service-project-proposal/>

Please note that it may take 2-3 weeks for a Program Supervisor to reach out to you regarding your proposal as Program Supervisors will be going through staff training/orientation during the second half of August.

If you have any questions, please feel free to reach out.

Best,
Phoebe

Phoebe Plank
Program Specialist
AmeriCorps Cape Cod
508.375.6871
M-F (8:30 AM-4:30 PM)
www.americorpscapedod.org



Pronouns: she/her/hers

Robbin Kelley

From: Phoebe Plank <phoebe.plank@barnstablecounty.org>
Sent: Monday, August 30, 2021 9:35 AM
To: Phoebe Plank
Cc: Meredith Ballinger; Derek Brudahl; Bob Bennett
Subject: AmeriCorps Cape Cod Year 23 Individual Placement Calendar Updates & More!

Good morning,

The start of ACC's new program year is quickly approaching so I'm reaching out to provide some calendar updates. As an Individual Placement Service Partner for Year 23 you will be expected to attend both the annual AmeriCorps Cape Cod Member Swearing-In Ceremony as well as Year 23's Service Partner Orientation. These two events will be held on the **morning of Wednesday, September 29th**. In an effort to help mitigate the spread of COVID-19 in the community, the Swearing-In Ceremony and Service Partner Orientation will be virtual this year. As we get closer to the 29th, ACC staff will be in touch about exact timing of events.

You will be receiving email communication from me by **Friday, September 24th** about which incoming AmeriCorps Cape Cod member will be paired with your organization for the year. I will also be emailing out a more in-depth calendar that outlines important dates and deadlines for the rest of the program year.

I also wanted to share an exciting new job opening with the AmeriCorps Cape Cod! Barnstable County is looking to hire an AmeriCorps Cape Cod Program Manager that will serve as the direct liaison between the ACC program and the County.

Here is the link the job description: <https://www.barnstablecounty.org/jobs/program-manager-amicorps-cape-cod/>

[Program Manager - AmeriCorps Cape Cod - Barnstable County](#)

Barnstable County is accepting applications from qualified individuals to provide professional, administrative, financial, and managerial work as required for overseeing and managing the operations and strategic planning of the AmeriCorps Cape Cod program; all other related work as required. A minimum of a bachelor's degree from an accredited college or university in public administration, natural [...]

www.barnstablecounty.org

We would really love to be able to have someone come on board that knows how the ACC program and/or how Barnstable County operates (a bonus if it is both). If you know of anyone in your network that might be interested, please encourage them to apply!

If you have any questions about Individual Placement calendar updates and/or the new job opening with the program, feel free to reach out!

Best,
Phoebe

Robbin Kelley

From: Meggan Eldredge
Sent: Monday, August 23, 2021 4:57 PM
To: Amy Bullock; Amy Usowski; Anita Doucette; Carol Coppola; Carolyn Carey; Chief David J. Guillemette; Craig Thornton; Dan Pelletier (dpelletier@harwichwater.com); David LeBlanc; Deputy Chief Kevin Considine; Donna Molino; Emily Mitchell; Eric Beebe; Foster Banford; Ginny Hewitt; Heinz Proft; Jamie Goodwin; Joe Powers; John Rendon; Jon Idman; Kathleen O'Neill; Link Hooper; Robbin Kelley; Roman Greer; Sean Libby; Shawn Fernandez; Sheila House
Cc: Patricia Sampson; Kate Varley; Philip Gaudet; Elaine Banta; Kim Berube; Susan Pires; Lee Ames; Carlene Jones; Michael Serijan; Philip Gaudet; Shelagh Delaney; Jennifer Clarke; Ginger Farrell; Marie Carlson; Michelle Morris; Melyssa Millett; Megan Green
Subject: Upcoming user training for new purchasing options
Attachments: Invitations for Harwich Training Sept 14 15 and 16.docx

Good afternoon!

Carol Coppola and I have been meeting with a representative from OSD (Operational Services Division) which is part of COMMBUYS. Some of you may be aware of what COMMBUYS is, but for others, it is a centralized way to purchase supplies and equipment that has undergone a strict review for compliance with procurement procedures. Some may know COMMBUYS as "the state contract list" or "state bid list". The purpose of the meetings that Carol and I have had are to get the Town staff enrolled in the OSD system in order to place orders. Buying off of COMMBUYS ensures we are getting the best price and the best contract terms that both meet state standards. We can purchase everything from paper to fire trucks by using COMMBUYS, so it is important to get everyone up to speed on how to use the system. COMMBUYS doesn't need to replace all of your other buying options, but it does streamline most purchases.

In the next day or two, you (or your staff) will be receiving an email from OSD with your username and password. You don't need to do anything with this information yet, but if you are interested in perusing the system, feel free to log in. you will be prompted to change your password, but aside from that you can poke around to check things out.

OSD has set up three virtual trainings in September, hopefully you will be able to attend one of them. (see attached flyer) The training is set for about 90 minutes and is an introduction to COMMBUYS. It is targeted towards administrative assistants or departments heads who are the primary ordering staff member. A more in depth COMMBUYS training will be offered to department heads at a later date to give a broader overview of procurement procedures and how COMMBUYS fits in.

Please let me know which training you will be attending, so I can keep a roster for OSD.

Please let me or Carol know if you have any questions.

Thank you!

*Meggan M. Eldredge
Assistant Town Administrator
Town of Harwich
732 Main Street
508-430-7513 ext. 3344*

Robbin Kelley

From: Terri Ford <Tford@rockofages.com>
Sent: Wednesday, September 1, 2021 1:35 PM
To: Robbin Kelley
Subject: RE: Granite surroundings
Attachments: 20210901134443660.pdf

Terri Ford
Mausoleum/Cemetery Sales



T. 802 476-2201
T. 800 779-2201
C. 802 498-8378
tford@rockofages.com
rockofages.com



From: Robbin Kelley <rkelley@town.harwich.ma.us>
Sent: Wednesday, September 1, 2021 1:10 PM
To: Terri Ford <Tford@rockofages.com>
Subject: FW: Granite surroundings

Can you give me a price for a 6 foot base? I am not sure how it is even done just like the looks of it.

Robbin Marie Kelley
Cemetery Administrator
Town of Harwich
Office: 100 Oak Street
Mailing: 732 Main Street
Harwich, MA 02645
Phone 508-430-7549
Fax 508-430-7598

From: Terri Ford [<mailto:Tford@rockofages.com>]
Sent: Wednesday, September 1, 2021 12:44 PM
To: Robbin Kelley <rkelley@town.harwich.ma.us>
Subject: RE: Granite surroundings

Robbin,
Yes we have done these in the past...one piece.
Terri



Terri Ford
Mausoleum/Cemetery Sales

T. 802 476-2201
T. 800 779-2201
C. 802 498-8378
tford@rockofages.com
rockofages.com



From: Robbin Kelley <rkelley@town.harwich.ma.us>
Sent: Wednesday, September 1, 2021 12:40 PM
To: Terri Ford <Tford@rockofages.com>
Subject: Granite surroundings

Caution external email / Attention courriel externe

Terry

I am looking for base for American Flag in the center of our Veterans Memorial Circle. I would like it to be 6 feet across, have you ever done one that looks like the picture below. This was for the Circle of Remembrance in Waltham done in 2005.



Robbin Marie Kelley
Cemetery Administrator
Town of Harwich
Office: 100 Oak Street
Mailing: 732 Main Street
Harwich, MA 02645
Phone 508-430-7549
Fax 508-430-7598



Veterans Memorial Circle Flagpole Base Quotation

Customer: Town of Harwich Mass.
Attn:Robin Kelley

Date: 9/1/21

Product Description: 6-0 x 6-0 x 2-2 All Memo contoured flagpole base
Per attached design

Granite(s): Barre Gray (Barre VT)

Finish: All Memo Finish

Dimensions: 6-0 x 6-0 x 2-2

Weight: 8,000 lbs roughly

Freight: Estimated shipping price = \$500 not included

Setting: NOT Included

Cost: \$12,336.00 net

Terms: 1/3 1/3 1/3

Robbin Kelley

From: Jàn Moore <janmoore8040@gmail.com>
Sent: Friday, August 27, 2021 12:47 PM
To: Robbin Kelley
Subject: Harwich CPC Project Status Report request 9.9.21

To: Robbin Kelley, Town of Harwich Cemetery Administrator
Updates Status Report Required

Hi Robbin,

Twice a year the Harwich Community Preservation Committee requires an update on the status of CPA funded projects with an open balance.

We are going to keep it simple for this fall update. Please provide just a written report on the projects listed below. The Update Status Report should state the progress or the completion of the project, similar to the report you provided in April.

Please drop off 10 copies of your one-page report to the CPC mailbox in the Harwich Town Hall no later than 4 PM on Wednesday, Sept. 8, 2021, for our CPC meeting the next day.

Town of Harwich - Cemetery Department - Robbin Kelley, Town of Harwich Cemetery Administrator
2020 Article #30 Pine Grove Cemetery Gravestone Conservation & Preservation Project, \$75,000
2021 Article #29 (6) Veterans Memorial Circle at Evergreen Cemetery Project, \$48,385

Thank you,
~ Jan Moore

Sent from Mail for Windows



HARWICH CEMETERY COMMISSION

Office-100 Oak Street, Harwich 02645

Mail -732 Main Street, Harwich, 02645

rkelly@town.harwich.ma.us



September 2, 2021

Community Preservation Committee:

Updates on Open Articles:

HISTORIC:

Article #32 TM 2020 – Pine Grove Cemetery Gravestone Conservation. Appropriated Amount: \$ 75,000.00.

Was awarded to Village Green Restoration, Inc. from East Falmouth July 8, 2021. Winning bid \$ 42,000.00. Should be starting this fall.

RECREATION:

Article #29 TM 2021 - Phase I of II for Veterans Memorial Circle at Evergreen Cemetery. Appropriated Amount: \$ 48,385.00.

Install flags, lighting and related electrical service,

Cemetery Administrator is working with Sean Libby, Facilities Maintenance Manager on electrical and Trenching bid procurement.

Next Year Expected Articles:

East Harwich Gravestone Conservation – has been approved by the Board of Selectmen to be place on the warrant. Will need grant agreement to go into packet for resubmission.

Phase II Veterans Memorials at Evergreen Cemetery. Revolutionary War and Civil War Memorials. Will be finalizing the names to be place and requesting price quotes on cost for memorials.

The Cemetery Commission would like to thank Community Preservation Committee for all the support on past, current and future articles.

Sincerely,

Robbin M. Kelley
Cemetery Administrator
Phone 508-430-7549

Robbin Kelley

From: Contact form at harwichma <cmsmailer@civicplus.com>
Sent: Saturday, August 28, 2021 2:25 PM
To: Robbin Kelley
Subject: [harwichma] Missing family? (Sent by Melody Masi, mamasi@comcast.net)

Hello rkelley,

Melody Masi (mamasi@comcast.net) has sent you a message via your contact form (<https://www.harwich-ma.gov/users/rkelley/contact>) at harwichma.

If you don't want to receive such e-mails, you can change your settings at <https://www.harwich-ma.gov/user/116/edit>.

Message:

Hi Robbin,

I tried to find my Grandfather and grandmother's gravesite today and couldn't. There are two empty plots there as well and I plan to go into one of them! Could you help me out?

Lester M. Gilbert: - purple heart vet, his adoptive father: - Victor G. Gilbert - my grandmother: Cora Mary Hall Gilbert.

Thank you for your help,
Melody Masi
mamasi@comcast.net
508-737-2000

Robbin Kelley

From: Robbin Kelley
Sent: Monday, August 30, 2021 3:06 PM
To: 'mamasi@comcast.net'
Subject: RE: [harwichma] Missing family? (Sent by Melody Masi, mamasi@comcast.net)
Attachments: Lot Layout Lester Gilbert Lot Pine Grove.pdf

Melody

Here is the lot layout it is bigger than you thought. I will keep this email in the file.

If you go down Locust off of Pine Grove Road the grave will be on your right.

Thank you



Robbin Marie Kelley
Cemetery Administrator
Town of Harwich
Office: 100 Oak Street
Mailing: 732 Main Street
Harwich, MA 02645
Phone 508-430-7549
Fax 508-430-7598

Pine Grove

Name of Cemetery

286

Lot #

Gilbert

Owner

Victor George Gilbert Nov 1867 - 1944	Shrub	Lilac GILBERT	Shrub	
6	7	8	9	10
Lester Martin Gilbert 21 May 1895 - 16 Aug 1942	Cora May (Hall) Gilbert 9 Mar 1892 - 29 Jun 1965			
LESTER	CORA M			
1	2	3	4	5

Locust

Name of Street

Full Name				
Date		Time		
Burial Type	Cremation	Head	Center	Foot
Funeral Home				
Digger		Contact/Number		
Monument Markout				
Survey by _____				
Admin Sign Off _____				

Robbin Kelley

From: Contact form at harwichma <cmsmailer@civicplus.com>
Sent: Tuesday, August 31, 2021 10:23 AM
To: Robbin Kelley
Subject: [harwichma] Question about adding plants to my husband's grave (Sent by Kay Benaroch, kbenaroch@yahoo.com)

Hello rkelley,

Kay Benaroch (kbenaroch@yahoo.com) has sent you a message via your contact form (<https://www.harwich-ma.gov/users/rkelley/contact>) at harwichma.

If you don't want to receive such e-mails, you can change your settings at <https://www.harwich-ma.gov/user/116/edit>.

Message:

Robin: My husband Thomas Ben-Aroch is buried at the Meetinghouse Cemetery in South Harwich. I'd like to plant some day lilies around his headstone. Is that permitted? Please let me know - thanks in advance.

Kay Benaroch
Harwich
Cell 978-302-3737



Robbin Kelley

To: Nancy Jones
Subject: FW: [harwichma] Brox cemetery plot (Sent by NANCY JONES, nancyjones02646@yahoo.com)

Nancy

I am not sure what time the meeting will be over. I will call you when we are going to head down to the cemetery.
Robbin Kelley

From: Nancy Jones [mailto:nancyjones02646@yahoo.com]
Sent: Wednesday, August 11, 2021 10:10 AM
To: Robbin Kelley <rkelley@town.harwich.ma.us>
Subject: Re: [harwichma] Brox cemetery plot (Sent by NANCY JONES, nancyjones02646@yahoo.com)

Thank you . I will plan to be at the Cemetery on September 7th at 9:30 .
Nancy Jones

[Sent from Yahoo Mail for iPad](#)

On Tuesday, August 10, 2021, 4:04 PM, Robbin Kelley <rkelley@town.harwich.ma.us> wrote:

Nancy

Per our conversations today, I have visited the graveside and taken pictures. I have talked with Jim Stratton, Cemetery Foreman, Link Hooper DPW director, Joni Seely as well as Seven Conner the Chair of the Cemetery Commission.

Steve feel that this need to be put on our Agenda for the September 7th meeting, I have read him your email and expressed your concerns. The email will be in their packet for the meeting. He will also go out to the site this week. The commission meeting is at the Harwich Community Center at 8:30 AM, we will then go down to the cemetery after meeting with the Board to review your lot.

Robbin Kelley

-----Original Message-----

From: cmsmailer@civicplus.com [mailto:cmsmailer@civicplus.com]
Sent: Monday, August 9, 2021 5:05 PM
To: Robbin Kelley <rkelley@town.harwich.ma.us>
Subject: [harwichma] Brox cemetery plot (Sent by NANCY JONES, nancyjones02646@yahoo.com)

Hello rkelley,

NANCY JONES (nancyjones02646@yahoo.com) has sent you a message via your contact form (<https://www.harwich-ma.gov/users/rkelley/contact>) at harwichma.

If you don't want to receive such e-mails, you can change your settings at <https://www.harwich-ma.gov/user/116/edit>.

Message:

My parent's (BROX) grave site in Mt. Pleasant Cemetery, plots 1,2,3,4 on Oak Avenue, between 4th and 5th in Harwich Port is the only place in the entire cemetery that is just dirt.

This problem started each time the adjacent Ryan plot next to my family's plot was opened. The funeral home (Blute) placed the contents on my Family's grave site and never repaired the damage associated with this work. They ruined the grass on our plot, which had been there since 1983, when my father died.

We engaged a landscaper to put topsoil and grass on our site and we watered it religiously several times a week for 2 years in a row.

Now this year we find all the grass gone and there is nothing but dirt remaining. I have in the past, placed many calls to Robin Kelly, who said it is just natural. Well, it is heartbreaking for me and my family. The flowers we plant become covered with dirt each time the mower goes over the bare ground. It is disgraceful and in full view of everyone driving by.

My family have been residents of Harwich since 1960. As taxpayers and registered voters, we are appealing to you to please help us remedy this situation.

Nancy Brox Jones

Nancyjones02646@yahoo.com

508.432.1730

Mount Pleasant

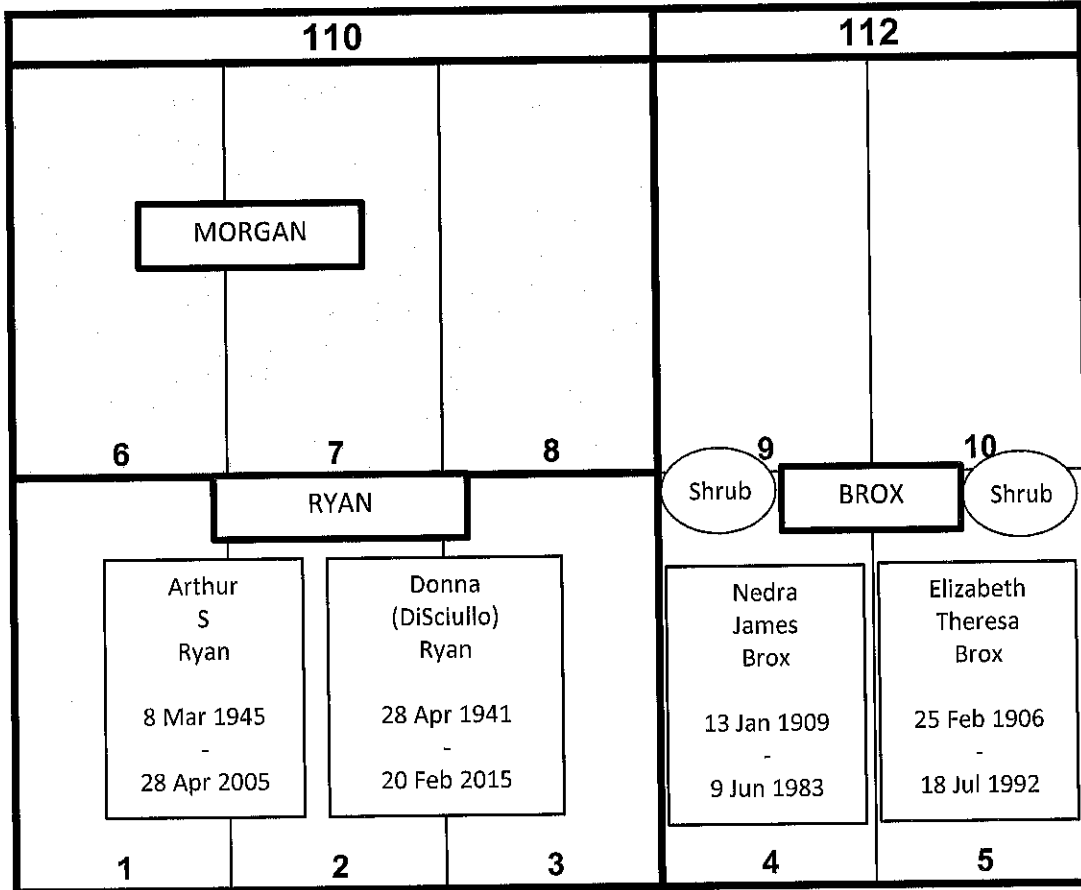
Name of Cemetery

112

Lot #

Brox

Owner



Oak Street

Name of Street

Full Name				
Date		Time		
Burial Type	Cremation	Head	Center	Foot
Funeral Home				
Digger		Contact/Number		
Monument Markout				
Survey by _____				
Admin Sign Off _____				





Work Order #: 3997

Work Order Date: 05/10/10

Department:

Town Building:

Town Employee Requester :

Citizen Requester Name (text): Nancy Jones

Requester Phone: 508-432-1730

Town Address:

Address: 112 Oak Ave - Mount Pleasant

Work Type: MISCELLANEOUS

Work Center:

Work Description: Grave is collapsing/settling. Please check & call her.

Job Status: Cancelled

Priority Status:

Date Started: 05/10/2010

Date Completed:

Description of Action Taken:

Employee Cost: \$0.00
Equipment Cost: \$0.00
Material Cost: \$0.00
Inventory Cost: \$0.00
Purchase Order Cost: \$0.00

Total Cost: \$0.00

Signature:

Date:



Work Order #: 9276

Work Order Date: 09/07/17

Department: CEMETERY

Town Building: Mount Pleasant Cemetery

Town Employee Requester :

Citizen Requester Name (text): Paul Doane

Requester Phone:

Town Address: 95 South Street

Address: -

Work Type: CLEANUP

Work Center: Cemetery

Work Description: if possible put some loam and seed on the Ryan lot to make it look more presentable

Job Status: Completed

Priority Status: Routine

Date Started: 09/12/2017

Date Completed: 09/12/2017

Description of Action Taken: loam and seeded lot

Employees

Name

Jim Stratton

Hours

.00

Cost

\$0.00

Employee Cost: \$0.00

Equipment Cost: \$0.00

Material Cost: \$0.00

Inventory Cost: \$0.00

Purchase Order Cost: \$0.00

Uploaded Files

Date

09/12/2017

File Name

[2597120-SKM_C36817091215010.pdf](#)

Uploaded by

Total Cost: \$0.00

Signature:

Date:

Robbin Kelley

From: Robert Williams <rmwcc@comcast.net>
Sent: Wednesday, September 1, 2021 3:15 PM
To: Robbin Kelley
Subject: Re: FW: Brewster Cemetery

Well, I leave for Florida on October 19th. Anytime between now and then would work. Will be back Dec. 20th to 28th. Otherwise next spring?

What say you?

Bob Williams
On 09/01/2021 2:55 PM Robbin Kelley <rkelley@town.harwich.ma.us> wrote:

Bob

Would have to be in late October, going on Vacation.

Robbin Marie Kelley
Cemetery Administrator
Town of Harwich
Office: 100 Oak Street
Mailing: 732 Main Street
Harwich, MA 02645
Phone 508-430-7549
Fax 508-430-7598

From: ROBERT M WILLIAMS [<mailto:rmwcc@comcast.net>]
Sent: Wednesday, September 1, 2021 2:53 PM
To: Robbin Kelley <rkelley@town.harwich.ma.us>
Subject: Brewster Cemetery

Robin, the Brewster Cemetery would like to buy a day of your ground penetrating radar service in late September or early October. Will that be possible. Please let me know.

Bob Williams

Robbin Kelley

From: Rob Thompson <robandcindy2@icloud.com>
Sent: Wednesday, September 1, 2021 3:01 PM
To: Robbin Kelley
Cc: steven conner; Cindy Eldredge
Subject: Re: Meeting

Steve, Cindy, and Robbin,

After a discussion with Robbin I'm wondering if we can get some of these questions answered so that we can discuss the Memorial at our upcoming meeting?

Q: Have we registered as a tax-exempt (under section 501(c)(3) of the Internal Revenue Code) Organization?

Meaning, when we receive donations, will we issue a receipt eligible for Federal tax purposes?

Q: Do we have to become an "Organization" to register as a 501 charity? Yes, unless the "Town" qualifies.

<https://www.irs.gov/charities-non-profits/application-process>

Q: What kind of receipt is currently provided by the Town of Harwich for donations (i.e. return of burial sites)?

Q: If we were required to become a Not For Profit, would that interfere with, or conflict with our activities regarding the Veterans Memorial?

I believe that if we are going to try to fund this project with the help of a Facebook page the 501 status may help.

Further Reading

IRS:

<https://www.irs.gov/charities-non-profits/charitable-organizations/exemption-requirements-501c3-organizations>

A Veteran Memorial example:

Robbin Kelley

From: Hamco Flagpoles <capecodflagpole@gmail.com>
Sent: Thursday, September 2, 2021 2:16 PM
To: Robbin Kelley
Subject: Evergreen Flagpoles

Hi Robbin,

As per our discussion, we recommend getting site work complete prior to the flagpole installation. The sleeves and footings for the flagpoles to be installed prior to hardscape installations.

Artistic Grounds does a wonderful job hardscaping our flagpoles.

They can be reached at:

dustin@artisticgrounds.com

Cell (508) 922-1687

Office (508) 420-0100



Megan Nugnes

• *Project Manager* •

☎ 508-778-6822

🌐 hamcoflagpoles.com

Come Share With Us!



Robbin Kelley

From: John Canto Landscaping & Bobcat Service, Inc. <quickbooks@notification.intuit.com>
Sent: Tuesday, August 24, 2021 12:53 PM
To: Robbin Kelley
Subject: Estimate 1039 from John Canto Landscaping & Bobcat Service, Inc.
Attachments: Estimate_1039_from_John_Canto_Landscaping__Bobcat_Service_Inc.pdf

Dear Town of Harwich-Highway Dept,

Please find your estimate details here. Feel free to contact us if you have any questions. We look forward to working with you. Have a great day!

Have a great day,
John Canto Landscaping & Bobcat Service, Inc.

----- Estimate Summary -----

Estimate # : 1039

Estimate Date: 08/24/2021

Total: \$11,500.00

The complete version has been provided as an attachment to this email.

John Canto Landscaping & Bobcat Service, Inc.

12 Evergreen Way, Ste 4
Harwich, MA 02645 US
johncantocompany@gmail.com

Estimate

ADDRESS
Town of Harwich Highway Dept 273 Queen Anne Rd Harwich, MA 02645

SHIP TO
Town of Harwich Highway Dept 273 Queen Anne Rd Harwich, MA 02645

ESTIMATE #	DATE
1039	08/24/2021

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
08/24/2021	Services	Connect unpaved portion of Evergreen Cemetery road			11,500.00

Connect unpaved portion of Evergreen Cemetery road. **TOTAL \$11,500.00**

Will match both ends to existing width of road.

Will pave main portion (12 feet wide). 2 1/2 inches of baby binder mix.

Total length is approximately 400 feet.

Fine grade and compaction included in price.

Accepted By

Accepted 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.

AMENDMENTS TO CEMETERY RULES AND REGULATIONS

To see if the Town will vote to approve the revised Cemetery Department Rules and Regulations as submitted by the Harwich Cemetery Commission, and to act fully thereon. (Changes, additions and renumbering are in **BOLD** and UNDERLINED and STRIKEOUTS to be DELETED.)

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.~~ **The speed limit for all vehicles shall be ten miles per hour or less.**
3. ~~Recreational motorcycleing, 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.~~ **Skateboards, roller blades, motorbikes, 4 wheelers, etc. are prohibited.**
4. **No alcohol or drugs are allowed.** 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.
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. **Monuments, gravestones or other structures within the cemeteries shall not be defaced in any way. Trees and shrubs shall not be removed, broken or cut. (Removal requires authorization from the Cemetery Commission.)**
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. Internments

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.

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. ~~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 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 resident parents and without charge for the indigent, stillborn or very young infant within the Town at the time of death.
8. 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.
9. Maintenance or removal of all plantings and **maintenance and removal of all plantings** and holiday arrangements placed by a lot owner, or designee, is the responsibility of the lot owner, **Funeral flowers are usually removed within 2 weeks or when they become unsightly. Temporary displays that celebrate or remember holidays, anniversaries, birthdays, or other special occasions should be removed within 30 days, and after 30 days may be removed by the maintenance department.** The Cemetery Commission, or designee, reserves the right to remove any plantings that become **unsightly overgrown, diseased, or unsightly due to dead, dying or diseased**

~~branches and growth, 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, plantings, flags, containers, or monuments due to weather, vandalism, theft, or maintenance procedures. Annual/perennial flowers must be planted at the base of a monument/marker, so as to not interfere with maintenance department procedures.

- ~~10. 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. Crushed stone, fences, boarders, curbing, hedges, trees and invasive rampant-growing plants are prohibited. No signs, lettered wooden boards, statues of animals (or the like), skateboards, etc. are allowed. Any bench or structure needs prior approval by Cemetery Commission before installation.~~
11. Any bench or structure needs prior approval by Cemetery Commission before installation. 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.
12. 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.

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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.
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 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

Cemetery Office located @ 100 Oak Street; mail received at Town Hall, 732 Main Street
 Office phone: 508-430-7549

Robbin Kelley

From: Amy Usowski
Sent: Thursday, March 14, 2019 2:41 PM
To: Robbin Kelley
Subject: cemeteries

Hi Robbin,

Just wanted to let you know that as Conservation Administrator, I am in support of removal of holiday decorations by January 31 each year from the cemeteries for environmental reasons. Many of our town's cemeteries have or abut sensitive wetland resource areas and other natural environments. Materials that are not picked up tend to find their way into these natural areas. I fully support and appreciate that people wish to place items for the holidays, but agree that they should be picked up in a timely manner, if only as the decorations don't become debris that could contribute to degradation of our natural resources.

Amy Usowski
Conservation Administrator
Town of Harwich
(508)430-7538

[Home](#) > [Government](#) > [Departments](#) > [Public Works](#) > [Cemetery Division](#)

[Staff Directory](#)

CEMETERY DIVISION

[View All](#)

Overview

The Cemetery Division is responsible for the care and maintenance of seven Town-owned cemeteries

Beginning February 1st 2019 all Holiday and Christmas decorations will be removed from the cemetery's

The Cemetery Division records all deed information for all burials and cremations in the Town-owned cemeteries. Lots are currently available for sale to Yarmouth Town Residents at the Administrative Office of the Recreation and Cemetery Division.

Additional opportunities to create permanent remembrances is through out Pathway marker program and placed in our memorial garden as well as through our Perpetual tree canopy program. Contact the Cemetery office for more information

Yarmouth follows a strict set of rules for ornamentation's at grave sites. Please contact the office before placing momentos

If you have any questions regarding the purchasing of a lot or want assistance for a future burial please call the Cemetery Division at 508-399-2231 ext 1520 or email cemetery@yarmouth.ma.us

- Town Owned Cemeteries
- Rules, Regulations & Policy
- CemeteryFind
- Fees and Costs
- Cremation Section
- Veterans Section
- Memorial Gardens
- Historic Cemeteries



Notify Me



Request Tracker



Online Services

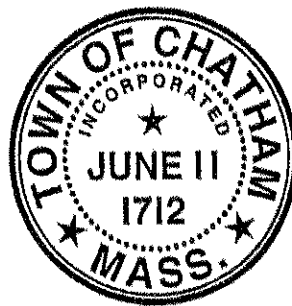


Minutes & Agendas



Meeting Videos

TOWN OF CHATHAM CEMETERY COMMISSION RULES AND REGULATIONS



Approved at Annual Town Meeting - May 9, 2005 - Article 20
Amended at Annual Town Meeting - May 9, 2011 - Article 13
Revised by the Cemetery Commission – March 9, 2018

1) General:

In the Town of Chatham the cemetery grounds, both public and private are maintained and controlled by the Cemetery Commission. All visitors are reminded that the cemeteries are consecrated to the memories of those who are buried within. Dignified behavior is expected and will be required. 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.

2) Rules for Visiting a Cemetery:

- The speed limit on all cemetery property is 15 MPH
- Parking is allowed on roads only
- Walk on roads and paths only.
- Do not trespass on private lots and graves.
- Sunbathing, picnicking, drinking of alcoholic beverages, and playing in cemeteries are prohibited. Any person found to be intoxicated shall be reported to, and removed from the cemetery, by the Chatham Police.
- Ball playing, roller-skating, sledding, the riding of bicycles, mini-bikes, go-carts, skateboards, and/or any other types of similar recreational sports are strictly forbidden.
- Loud boisterous or undignified behavior is prohibited.
- Dogs and other pets are not permitted on the grounds.
- Picking of blossoms, flowers or foliage is prohibited.
- Gravestone repairs or rubbings are allowed only upon prior authorization of the Cemetery Commission, or it's Coordinator.
- No household trash shall be disposed of in the rubbish containers.
- Cemeteries are closed at sunset to sunrise.

3) Cemetery Regulations:

- All work performed on graves or lots by the owner, or by their order, shall be performed only with prior written authorization of the Cemetery Commission, in order to preserve as much as possible the natural appearance of the cemetery.
- The use of lawn sprinklers is not permitted in any cemetery. No permitted watering devices are to be left unattended. Only hand held hoses and nozzles, which are attended, may be used. Any such device left on and unattended shall be turned off, by any member of the Cemetery Commission, staff members, or the Chatham Police Department.

- There shall be no glass or any other breakable containers for flowers or any type receptacles used for any purpose in a cemetery.
- Potted plants, baskets and floral arrangements placed on a lot shall be removed by the lot owner/family member when the arrangements have served their useful life.
- Christmas wreathes and greens will be allowed to remain on a burial lot from the last week in November through February 1st of the following year.
- The condition and security of flag or standard placed on a lot are *not* the responsibility of the Cemetery Commission. In the event that a flag or standard is removed or missing from a lot, it is the responsibility of the lot owner/family member to contact the proper organization to have it replaced. If a member of the family is a Veteran, the family may contact the V.F.W. or Legion @ 508-945-0554. The Cemetery Commission does collect and properly dispose of all damaged and broken flags.

Any person found in violation of the above subsections shall be deemed a trespasser and subject to prosecution therefore.

The Town of Chatham Cemetery Commission reserves the right to enforce these Rules and Regulations, and to cause a person or persons who have knowingly violated a Rule or Regulation shall attend a hearing before the Commission. In the event there is evidence presented at such a hearing to confirm a violation, the Cemetery Commission may impose a fine of \$50.00 dollars for each such violation of these Rules and Regulations.

4) Seaside Cemetery: "SECTION A"

Every effort is being made to keep Section "A" as natural as possible, and to not distract attention from the Old Methodist Cemetery or the Veterans War Memorial which are adjacent to this new section. In Section "A" of Seaside Cemetery the above requirements shall apply and shall be strictly enforced by the Commission and its employees.

- Only flat markers made of bronze, granite, marble or slate will be allowed in Section "A". All markers shall be centered on the lot at either the head of the lot, or at the mid-line. No upright markers shall be permitted in this Section "A".
- Corner markers maybe placed in the corners of the lots, and must be set flush to the ground.
- Fences, borders, curbing, hedges, trees, invasive plantings, crushed stone, shells, or any material other than grass shall be prohibited.
- No signs, lettered boards, Sheppard hooks, wind chimes, novelty items, votive candles will be permitted at any grave site in section "A".
- No more than four single lots shall be sold to any one resident listed on the registered voting list, or a real estate owner in the Town of Chatham. For this rule, a parent or parents, and their children living at the same address will be considered as one residence. This rule includes South Chatham Cemetery (Block A), as well.

5) Purchase of a Cemetery Lot:

The sale of any lot may be made to any resident listed on the Town registered voter list, or to an individual listed as a real property owner in the Town of Chatham for tax assessment purposes.

For purposes of this Regulation, a parent or parents, and their children living at the same address will be considered as one residence. In the event a resident for a continuous period of ten years or more has been forced to live outside of Chatham due to health conditions beyond his or her control, he/she may purchase a lot as an exception to this Regulation upon the Cemetery Commission's approval. A person seeking to purchase a lot or his/her estate must show evidence of residency or tax assessment status to qualify.

In any case, not more than two grave lots will be conveyed to any one person, and for the purpose of this Regulation, a married couple will be considered as one entity in the Chatham Cemeteries where there are single lots, not more than four grave lots may be sold as a group to any one person. All single lots may be used in the following manner. One full size earth burial and one cremation urn will be permitted or up to four cremations per lot.

The sale of any lot will in no case include any part of a roadway, path or walkway, and in no case may a lot be purchased for the sole purpose of resale for profit, or to circumvent the residency rule. In the event that the purchaser of a lot is unable to use the lot, or wishes to dispose of a lot(s), the lot must be returned to the Town of Chatham. The owner of any lot(s) being returned shall be paid at the current price for an equal size lot. Any portion of the original fee that was indicated to be put into a perpetual care fund will not be refunded. The original fee including the perpetual care fees may be refunded if the lot has not been used and the current owner has owned the lot for two years or less, from the date of purchase.

The title of the owner of a lot may not be transferred, assigned or changed without the written permission of the Cemetery Commission. All such requests must be made in writing to the Cemetery Commission.

6) Use of a Burial Lot(s):

No earth burials or the burial of cremated remains may be made in any cemetery or burial ground in the Town of Chatham without the prior approval of the Cemetery Commission. All requests for burial must be made in writing with a minimum forty-eight hour prior to burial notice. A separate burial permit is required for each individual burial in accordance with M.G.L. Chapter 114, Sections 45, 46 and 47.

No grave may be opened or re-opened without a written request to the Cemetery Commission, and all such activity must be conducted with a licensed funeral director present from beginning to end.

Only a lot owner, a relative, or an heir thereof may be buried in a lot, unless written permission of the Cemetery Commission authorizes another person to be buried in such lot.

No lot maybe used for any other purpose than the burial of human remains. The use of a burial vault or a concrete burial box is required for all burials. No ashes shall be spread on the surface of any lot, and all ashes being buried on any lot shall be in an urn or a similar container.

Following a burial in any cemetery or burial ground, the funeral residue must be removed from the lot within two weeks of the burial. Any residue found on any lot after two weeks from the time of the burial may be removed at the discretion of the Cemetery Commission.

Items of personal remembrance may be left on any burial plot between November 15th and April 15th. At any other time of the year such items must be removed within two weeks of the burial for the care and maintenance of the cemetery. In the event the items of personal remembrance have not been removed within the two week period after the date of the burial, the items may be removed and disposed of at the discretion of the Cemetery Commission.

7) Cemetery Commission Liability:

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 Chatham.

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 Chatham.

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 Chatham.

8) Correction of Errors:

The Cemetery Commission reserves, and shall have, the right to correct any errors that may be made by it, the Cemetery Coordinator, or employees of the Commission or the Town of Chatham, either in making interments, disinterment or removals, or in the description, or conveyance of any interment rights, or lots. Such corrective action may include canceling a conveyance and substituting and conveying in lieu thereof other interment rights or a lot of equal value and similar location as far as possible, as may be selected by the Cemetery Coordinator, or, in the sole discretion of the Cemetery Commission, refund original purchase price or current value. In the event such error involves the interment of the remains of a person in a lot, the Cemetery Commission reserves, and shall have the right to remove and re-inter the remains in another lot of equal value and similar location, and it may substitute and convey such lot accordingly.

9) Monuments, Markers, and Permanent Amenities:

No monuments, markers, headstones, or borders shall be placed on any lot without prior approval of the Cemetery Commission. This rule shall apply to any type of bench, fence, or curbing. All monuments, markers and headstones shall be placed on concrete footings, which are adequate to support the weight of said amenities. No borders or curbing shall be permitted on any lot or lots which hinder the maintenance of the cemetery grounds.

Markers for cremation plots shall be limited to flat markers, approximately 1' by 2' set flush to the ground on a concrete footing.

Any markers, headstones, or corner markers improperly set shall be moved and placed in the proper location on a concrete foundation by the Commission or its agents at the expense of the lot owner.

The maintenance, repair, and cleaning of any headstone or grave marker is the responsibility of the owner. In the event that the lot owner is deceased, and there are no known heirs of the owner, the Cemetery Commission shall have the right to maintain repair and clean any headstones or graves markers, as funds allow.

When corner markers are installed, they are to be set flush with the grounds and the corner markers must be left in place. Original lot markers are usually pipe.

10) Use of Lots Regarding Plantings and Ground Cover:

No type of ground cover or plantings shall be permitted on any lot or within any cemetery in the Town of Chatham without the prior approval of the Cemetery Commission. Approved plantings and trees shall be of such size, variety, and located in such a manner as to not hinder the general maintenance of the cemetery grounds. This regulation shall also cover sodding and seeding of cemetery lots. Existing plantings in cemeteries which have become overgrown and obstruct the use of any ways, roadways, paths, or interfere with the use of adjoining lots, or which are deemed to be causing damage to adjoining lots, shall be removed or trimmed by the Cemetery Commission. The Cemetery Commission shall have the sole right to determine if plantings or trees are causing such an obstruction or are interfering with the use of adjoining lots.

APPENDIX 1

PROPERTY UNDER THE CARE OF THE CHATHAM CEMETERY COMMISSION

No.	Name	Street Address	Remarks
1.	William Nickerson	A. Leonard Way	At the end on right
2.	Dr. Samuel Lord	Training Field Rd.	On right side.
3.	Smallpox Cemetery	South off Old Comers	In Golden Triangle
4.	Old South Cemetery	Geo. Ryder Rd	At end on Left
5.	Old North Cemetery	Old Queen Anne Road	Int. with G. Ryder
6.	Old Baptist Cemetery	Old Queen Anne Road	West side
7.	Eldridge-Pratt Cem.	Bar Cliff Ave	Behind Cod Lane
8.	Seaside Cemetery	Crowell Road	Old Methodist
9.	Union Cemetery	Route 28	On right
10.	Seamen's Cemetery	Main Street	In back of McMack
11.	Clark Cemetery	Cockle Cove Rd.	On West side.
12.	Eldredge Cemetery	Juniper Lane	On East side
13.	Eldridge Cemetery	Bay View Road	On West side
14.	So. Chatham Cemetery	Route 28	On South side
15.	People Cemetery	Crowell Road	On West side.



Town of Chatham
Department of

CEMETERY COMMISSION



221 CROWELL ROAD

CHATHAM, MA 02633

TELEPHONE (508) 945-5117

FAX (508) 945-5152

INTERMENT FORM

The original "Disposition, Removal or Transportation Permit", and/or the Certificate of Cremation Permit are requested prior to the burial.

Name of Deceased: _____ Date of Birth: ___/___/___

Location of Death: _____ Date of Death: ___/___/___

Funeral Home: _____ Contact Person: _____ Tel.# _____

Date of Scheduled Burial: ___/___/___ Full Burial: _____ Cremation: _____

Permits and check attached: _____

Name of Cemetery: _____ Lot # _____ Section: _____

Special Burial Instructions: _____

FAMILY INFORMATION MUST BE COMPLETED PRIOR TO BURIAL

I CERTIFY THAT I AM THE LEGAL REPRESENTATIVE TO THE ABOVE NAMED DECEASED.

NAME OF FAMILY MEMBER OR LEGAL REPRESENTATIVE: _____

MAILING ADDRESS: _____ EMAIL : _____

CITY: _____ STATE: _____ ZIP CODE: _____

RELATIONSHIP TO THE DECESASED: _____ TELEPHONE #: _____ - _____ - _____

I HEREBY CERTIFY AND REPRESENT THAT I HAVE ALL RIGHTS TO AUTHORIZE THIS BURIAL, AND AGREE TO HOLD THE TOWN OF CHATHAM HARMLESS FROM ANY AND ALL LIABILITIES ON ACCOUNT OF SAID AUTHORIZATION OF INTERMENT.

SIGNATURE OF LEGAL REPRESENTATIVE: _____ DATE: ___/___/___



Town of Chatham
Department of

CEMETERY COMMISSION



221 CROWELL ROAD CHATHAM, MA 02633
TELEPHONE (508) 945-5117 FAX (508) 945-5152

BUY BACK OF CEMETERY LOT BY THE TOWN

We/I _____ of _____

_____ County: grant to the Town of Chatham, by and through the
Board of Commissioners, in consideration at the current rate of \$ _____

_____ # of Lots Cemetery Name situated in Chatham Ma., in the County of Barnstable.

Said Lot (s) is located in Section _____, Lot (s) # _____, and is shown on the plan
of said Cemetery. The Lot (s) contains a superficial area of _____ square feet.

The above named grantor _____ hereby warrants with
The Town of Chatham, that lot(s) are seized in fee simple, and that the granted premises are
free from all encumbrances, and that the grantor has a good right to
sell and convey the same to the Town of Chatham and will warrant and defend the same unto
the Town of Chatham forever against the lawful claims and demands of all other persons.

In witness whereof, we/I _____

Hereunto set our/my hand and seal(s) this _____ day of _____, 201__

_____ ss _____
County Date

On this _____ day of _____, 201__, before me, the undersigned notary public, personally appeared _____, provided to me through satisfactory evidence of identification, which were _____, to be the person who's named is signed hereon.

Notary Public: _____

My commission expires on: _____

SEAL





Town of Chatham
Department of

CEMETERY COMMISSION



221 CROWELL ROAD

CHATHAM, MA 02633

TELEPHONE (508) 945-5117

FAX (508) 945-5152

PRIOR TO THE BURIAL

We have been notified by: _____ a burial is scheduled, in Chatham.
Funeral Home

Name of Cemetery: _____ Lot # _____

Name of Deceased: _____ Date of Death: _____

Date of Burial: _____ Full Burial _____ or Cremation _____

Print Name of Family Member/Legal Representative Relationship to the deceased

Telephone #: _____ Email Address: _____

Signature of Family Member or Legal Representative Date

Prior to the burial, the family or their agent will meet a member of the Cemetery Department for the purpose of marking the placement of the burial, on said lot.

If the family member or legal representative of the deceased cannot be present, a sketch of the proposed interment must be provided to the Cemetery Department. This includes previous interments within the designated lot, along with the relationship (s) between them and the above.

If the family cannot be present during the markings, or a sketch is not provided prior to the staking, the Commissioners will take the liberty of staking the lot. Once the burial is completed, and if the family is not satisfied with the placement of the deceased, it will be the financial responsibility of the family to relocate the remains.

Please mail or email to: cemetery@chatham-ma.gov. You may also deliver them to the Cemetery Dept., located in the DPW building, at the above address.

Please list all interments related to the above lot along with the relationship to the above deceased:



Town of Chatham
Department of



CEMETERY COMMISSION

221 CROWELL ROAD
TELEPHONE (508) 945-5117

CHATHAM, MA 02633
FAX (508) 945-5152

PERMISSION SLIP

On behalf of the Cemetery Commissioners, we would like to preserve the natural appearance in our cemeteries, but we need your help!

If you would like to make changes on the graves or lots, please complete and submit this request slip and return by mail, fax, or email: cemetery@chatham-ma.gov.

Please explain the changes you would like to make on the grounds, and we shall contact you after reviewing your request at the next monthly meeting.

Thank you, for your cooperation.

Cemetery Name

Lot #/Location

Family Member

Relationship to the deceased

Address

Telephone #

Zip Code

Email Address

Description of Request

Signature

Date

TOWN OF YARMOUTH CEMETERY

RULES AND REGULATIONS

Visitors are welcome at the cemetery from sunrise to sunset. The main office is located at 424 Route 28, West Yarmouth, MA 02673 and staffed Monday through Friday from 7:30 a.m. to 3:00 p.m. We can be reached by telephone at 508-398-2231 ext. 1525. The Town website, www.yarmouth.ma.us provides detailed information for cemetery operations.

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.

General Information

The cemetery grounds are maintained by the Division. 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.

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 and ensure respect for the dead, protection of the grounds and safety of the visitors. The rules and regulation are fair, common sense guidelines.

Rules:

- The speed limit is 15 MPH.
- Parking is allowed on roads only.
- Walking is allowed on roads and paths; there is no trespassing on private lots and graves.
- Sunbathing, picnicking, drinking of alcoholic beverages and playing are not permitted.
- Loud, boisterous or undignified behavior will not be tolerated.
- Dogs and other pets are not permitted on the grounds.
- Picking of blossoms, flowers or foliage is prohibited.
- The employees of the Cemetery Division are charged with the duty of enforcing the rules and regulations and those who violate the rules will be required to leave the grounds. Yarmouth Police will be notified when needed.

Cemetery lots, controlled by the Town of Yarmouth, will be granted to Town of Yarmouth residents only. Yarmouth residents shall be determined as one who has legal residency status in the Town of Yarmouth. The Board of Selectmen shall review any written requests by non-residents for the purchase of a cemetery lot.

All vendors who wish to perform work in the Town of Yarmouth Cemeteries need to notify the Cemetery Office at 508-398-2231 ext.1525, to confirm timing of request does not interfere with a scheduled funeral, as well as to serve as notification so employees of said vendor are not accused of trespassing.

Monuments:

All monuments, stones or grave markers shall have a 4-inch concrete border around the base, level with the ground. A one grave lot stone is limited in size by the following dimensions: Height=28", Width=30", Depth=13". A two grave lot stone is limited in size by the following dimensions: Height=48", Width=48", Depth=15", minimum 12". Single stones that represent a "family" plot (4 or more grave lots) have no height restriction; however the base must allow for support of the stone as well as burial vault installation (24"). This must be approved before installation. Footstones are to be kept at ground level and are to be 4" thick.

Benches are allowed in lieu of a grave stone, however cannot be in addition to a stone. Benches must be of marble or granite dimensions not to exceed those of a monument. Must be at the head of the grave and approved by the Cemetery Department.

Plot Guidelines

The purchase of a lot or any other interment space gives the purchaser the right of interment of human remains and the right to provide a memorial as approved by the Board of Selectmen. There shall be no burial of animal remains.

Shrubs may be planted only on two-grave or larger lots within 12" to the side of the headstone, with a height restricted to the height of the stone. Plantings, mementos and ornamentation must be placed within 18" of the front of the headstone. It is preferred that the prepared planting area be rectangle in shape. No trees, shrubs, flowers, flower holders, mementos or ornamentation may be placed anywhere else on the lots. A list of recommended shrubs is available at the Cemetery Division office.

The proprietors of said lots have no right to enclose same with a wall, fence or curbing. The Cemetery Division shall have the right to remove any shrubs, flowers (including silk flowers), mementos or other ornamentation upon prior written notification to the deed holder. Before removal of any ornamentation or shrubbery from a grave, a reasonable attempt to contact the deed holder should be made. If the Town is unable to contact the deed holder or no response is received within 45 days, the Cemetery staff can remove these items at their discretion.

Please note: In the event of a burial, encroaching shrubbery may have to be temporarily removed to accommodate an impending interment. The Cemetery staff will make every effort to contact the deed holders.

Seasonal cleanup will begin the 1st week of April and the 1st week in November 1, weather permitting. Fall and winter holiday decorations will be removed February 1, weather permitting. Notice shall be posted with dates of removal, at the entrances of each cemetery and on the Town website. All plastic containers holding plantings that have died will be removed and disposed of on a weekly basis. All new vegetation from the time of adoption of the Rules and Regulations may be trimmed by the staff to stay within the height limit. All pre-existing vegetation shall remain in tack, except in the event of a burial, or encroachment or disease. Replace with appropriate shrubs from the existing list.

The Board of Selectmen retains the right to buy back any lot at the purchase price, provided there has been no interment in said lot.

All lots and graves shall be holden subject to all by-laws, rules and regulations made and to be made by the Board of Selectmen and any act or acts of the Commonwealth of Massachusetts (**MGL Chapter 114, Section 24**) which may affect same.

Indigent Town of Yarmouth residents will be dealt with on a case by case basis, to be determined by the Director of Cemeteries.

Cremation Section

Cremation sections are located in Chandler Gray Cemetery and Ancient Cemetery. Cremation burials are allowed at the Town of Yarmouth's other cemeteries. At Chandler Gray Cemetery and Ancient Cemetery designated cremation lots may contain no more than two (2) burial containers. Remains must be placed in a Polyguard Vault provided by the ToY Cemetery Division or may be directly buried in a Mackenzie vault, or its equivalent.

Only flat memorials or plaques without permanent vases are allowed and shall not exceed the cremation lot size of 1' wide, by 2' long. No in-ground plantings or shrubs are allowed. Potted, removable plants are permitted. This is to facilitate mowing and trimming.

Veterans Section

Residents of Yarmouth who are U. S. Veterans may receive graves (one grave each) free of charge when they provide a copy of veterans DD214 form. Their spouses may purchase the adjoining grave at a reduced fee of \$25.00, plus the \$10.00 recording fee, for a total of \$35.00. The graves are nontransferable. The one free grave a veteran receives may also be used to bury a spouse if both are to be cremated, or it may be used for one body burial and one cremation burial.

No shrubs, trees, mementos or ornamentation is allowed in the Veterans Section. Potted flowers, both natural and synthetic may be place on graves for the Memorial Day and Veteran's Day. Only white, upright, marble veteran's headstones are allowed in section G and part of section H. In the alternate part of section H and all further sections of Chandler Gray's Veterans and Ancient sections granite, upright veteran's headstones are required. No in-ground plantings are allowed. The spouse may have a similar stone made for his/her own grave. All upright, marble/granite headstones are uniform in size and placement on veterans' graves. The veteran receives his/her headstone free from the government, but the installation with a foundation must be paid for. The spouse has to purchase his/her headstone from a monument company and also must pay for the installation with a foundation. On a one grave lot, where both the veteran and spouse are to be buried, only one upright stone, that of the veteran, is allowed. The spouse may have a flat marker put at the foot of the grave.

American flags will be placed on all veterans graves from Memorial Day in May until Veterans Day in November, after which they will be removed for the winter.

Dated: August 1989
Revised: September 1989
Updated: April 1990
Updated: August 1995
Updated: July 2006

Revised: September 2006 (Selectmen approved September 19, 2006)
Revised: August 2011 (Selectmen approved July 4, 2011)
Updated: November 2011 (Selectmen approved October 25, 2011)
Updated: January 16, 2014
Updated:

It is recommended that you go on line to the Town website, www.yarmouth.ma.us and update your contact information in the Cemetery Section of the Recreation Division. This will be helpful to the Town in providing timely information to you.

Additional information is available by contacting the Cemetery Division office at 508-398-2231, ext. 1525.

**Town of Barnstable
Town Cemeteries and Columbarium
Rules and Regulations**

The following rules and regulations, adopted by the Town of Barnstable Town Manager pursuant Code of the Town of Barnstable Administrative Code §§ 241-47.1(B)(2)(g) and 241-47.25(c)(4) on April 21, 2016, shall govern the operation and management of all Town Cemeteries and Columbaria. Those rules and regulations adopted on July 20, 1990 are hereby superseded and canceled.

TOWN CEMETERIES AND COLUMBARIUM:

The Town of Barnstable maintains and operates fourteen (14) active and inactive cemeteries and one 96 - niche columbarium. Active cemeteries are those in which burial lots and niches are available for licensing assignment to residents of the Town. Inactive cemeteries are those in which NO lots remain available for licensing assignment.

Active Columbarium:

Mosswood Cemetery, 280 Putnam Avenue, Cotuit

Active Cemeteries:

Beechwood Cemetery, 1705 Falmouth Road/ Route 28 Centerville
Crocker Park Cemetery, 9 Pine Street, West Barnstable
Cummaquid Cemetery, 1460 Mary Dunn Road, Barnstable
Lothrop Hill Cemetery, 2801 Main Street/ Route 6A,
Barnstable
Marstons Mills Cemetery, 437 Route 149, Marstons Mills
Mosswood Cemetery, 280 Putnam Avenue, Cotuit
Oak Neck Cemetery, 230 Oak Neck Road, Hyannis

Inactive Cemeteries:

Centerville-Ancient Cemetery, 61 Phinney's Lane, Centerville
Cobb Hill Cemetery, Millway, Barnstable
Hillside Cemetery, Old Mill Road, Osterville
Hyannis-Ancient Cemetery, 509 South Street, Hyannis
Oak Grove Cemetery, 230 Sea Street, Hyannis
Old West Barnstable Cemetery, Corner of Route 149 and 6A,
West Barnstable
Sandy Street Cemetery, Route 6A, West Barnstable

MANAGEMENT:

Under the administrative direction of the Town Manager, the Director of the Department of Public Works (DPW) shall have overall responsibility for the proper management of Town

Cemeteries and Columbaria, in accordance with these rules and regulations and applicable federal and state laws. Under the general direction of the Supervisor, DPW Structures and Grounds Division, the Foreman of the Cemeteries shall have direct responsibility for the day-to-day administration, operation and maintenance of Town Cemeteries and Columbaria. As such, the Cemeteries staff, under the direction of the Foreman, shall be responsible for the administration and enforcement of these rules and regulations.

CEMETERY OFFICE:

The Cemetery office, located at Mosswood Cemetery 280 Putnam Avenue, Cotuit on the west side of Putnam Avenue, Cotuit, is open weekdays from 7 a.m. to noon and 12:30 to 3:30 p.m. It is closed all day on Saturdays, Sundays and the following holidays:

New Year's Day
Martin Luther King Day
President's Day
Patriot's Day
Memorial Day
July 4th
Labor Day
Columbus Day
Veteran's Day
Thanksgiving and Day after
Christmas Eve Day (11-3:30 p.m.)
Christmas

SERVICE/BUSINESS HOURS:

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

VISITING:

Town Cemeteries and columbaria are open to visitors and the public seven days a week throughout the year, typically from sun-up to sundown daily. Visitors are requested to bear in mind that the cemeteries and columbaria are consecrated to the memories of those who are buried within. Dignified behavior shall be required at all times.

SPECIAL PROHIBITIONS:

Vehicles shall proceed cautiously but at no time shall they exceed 15 MPH in any town cemetery. Violators shall be subject to a speeding fine.

Use of any cemetery driveway or cart path as a thoroughfare shall be prohibited.

Parking is limited to driveways only.

Bicycling, horseback riding, motorcycling, skateboarding, or any other type of recreational sport or similar activity shall be prohibited.

Children under 14 are not permitted within cemeteries for any reason except when accompanied by a parent or guardian.

The disposal of flowers and other debris is prohibited except in receptacles provided by the DPW.

Domestic animals of any type shall not be permitted in the cemeteries, except certified animals assisting persons with disabilities.

No grading, seeding, mowing or fertilizing shall be allowed other than by authorized DPW personnel.

No sod or ground shall be broken without specific authorization of the Cemeteries Foreman.

No flower boxes or fences, curbing, hedges, trees, shrubs or any other similar type of in or above-ground planting shall be placed around or planted upon any columbarium, niche, grave or lot in a Town cemetery.

For safety concerns of our workers and our cemetery visitors, the following are not permitted at any time:

- Metal stands and hooks (including shepherd hooks and other metal rods)
- Glass, ceramics
- Any kind of lighting (vigil, solar, digital. etc.)
- Wind chimes, balloons
- Signs/banners
- Statues (unless part of an approved monument)

- Toys, pin wheels and stuffed animals
- No drilling or mounting any items on trees
- Other inappropriate items

No crushed stone or bark shall be placed around monuments, markers or cremation garden. Ornaments of any type are prohibited.

Cremation Garden and Columbarium:

No ornamentation, structural change, or addition shall be made on or about any niche, and the Town of Barnstable reserves the right to remove any such ornamentation or correct any such alteration at the expense of the Purchaser without being deemed guilty of any manner of trespass.

DECORATIVE ITEMS ALLOWED:

No decorative items of any kind are allowed on any columbarium or niche. The following rules and regulations apply to decorative items in all other cemetery areas.

Ground level cemetery flower planters shall be permitted from April 15th to October 15th.

Flowers in heavy movable planters with a maximum of 12 inches in diameter shall be permitted or a movable window box not to exceed 18". Planters must sit freely on the ground with no wires, rods or clamps holding them in place. Plant stands of any kind are not permitted.

Natural Wreaths and Christmas greens shall be allowed from December 1st to February 1st. Christmas lights are not permitted.

Artificial flowers properly secured shall be allowed from November 1st to April 15th.

Donated plant material will be allowed in designated memorial planting areas were available and upon approval of Cemetery Foreman.

Except for that portion of Mosswood Cemetery west of Putnam Avenue, Cotuit, veterans' flags and holders shall be allowed throughout the year provided they are installed flush with the front base of the grave monument and maintained in proper, presentable condition by the installer.

Veterans' flags and holders shall be allowed in that portion of Mosswood Cemetery west of Putnam Avenue during the period one (1) week preceding and following Veterans' Day and during the weeks preceding and following Memorial Day and the Fourth of July. Flags and holders must be installed at the back edge of the flush marker and maintained in proper, presentable condition by the installer.

In the event of a strong storm, hurricane or blizzard all items on grave spaces should be removed or will be removed during storm clean-up by Cemetery staff.

All items subject to restricted dates shall be removed by the lot owner or responsible organization on or before the specified removal date. Flags not removed on the specified date and those which become faded, frayed or torn shall be removed and disposed of by the Cemeteries staff. Flag holders shall also be removed at the time the flag is removed and disposed of if not claimed within sixty (60) days. Other items shall be removed by the Cemeteries staff if, in their judgment, they have become wilted, decayed or unsightly.

Funeral floral arrangements shall be removed by Cemeteries staff seven (7) days following their placement. Lot owners wishing to keep any part or all of the floral arrangement should retrieve them within the seven-day period.

Decorative items not complying with the above rules will be removed and disposed.

The Town is not responsible for loss or damage to flowers, planters, flags, containers, holders or other decorative items due to weather, vandalism, theft, maintenance procedures or any other cause.

CEMETERY MAINTENANCE AND REPAIR:

Cemeteries staff and such other DPW employees as may be authorized by the DPW Director or Supervisor, Structures and Grounds Division shall have the right to enter upon any columbarium, lot or other part of any town maintained cemetery to inspect, view or perform such work as may be deemed appropriate.

The DPW may, at any time, lay out, alter, change grades or eliminate sections of driveways, cartways or walkways, or change grades in a manner which in their opinion will

maximize the appropriate usage of the cemetery property without jeopardizing its aesthetic qualities.

Niche repairs, gravestone repairs or rubbings shall be prohibited without the specific authorization of the Cemeteries Foreman or his representative.

The Town shall reserve to itself the exclusive control, without further recourse or notice, over every tree, shrub, vine, or other plant growth within the boundaries of all town cemeteries, whether having been planted previous to these rules and regulations by deed or otherwise, including the right of removal without notice, when it considers such removal necessary.

BURIAL LOT AND NICHE DEEDS:

Subject to the availability of space, persons who have been bona fide residents of the Town of Barnstable for a period of two (2) years or more are entitled to be issued a deed to a burial lot in an Active Cemetery or niche in a columbarium. Additionally, non-resident taxpayers and residents with less than two (2) years residency may be issued a deed to a burial lot or niche in Mosswood Cemetery only at 150% of the total fee currently in effect for residents with two or more years residency. No association, group or organization shall be issued a deed.

Lots larger than four graves or two niches, when available, may be deeded by special arrangement through application to the Town Manager. Price lists for deeds are available at the Town Manager's Office or the Cemetery Office.

Application for Right of Burial or Niche Inurnment deed shall be obtained from the Town Manager's Office, 367 Main Street, Town Hall, Hyannis, 02601 or from the Cemetery Office, 280 Putnam Avenue, Cotuit MA 02635. Residency shall be verified based on the Town Clerk's List of Persons and Voter Registration List at the time of application. Non-resident taxpayers must present a current real estate tax bill at the time of application.

Town maintained cemeteries are nondenominational and all burial lots are available to qualified town residents regardless of religious affiliation.

The right granted to the grantee of any lot, grave or niche is a sole and exclusive right of burial or inurnment of human remains and of the erection of monuments, markers or inscription of niche door, subject to the terms, conditions and regulations as they may exist from time to time. Deeds

are not transferable. Arrangements shall be made with the Town Manager's Office, should a grantee wish to relinquish their rights to one or more graves or niches. Compensation shall be no greater than the total of the fees paid at the time the deed was issued.

CEMETERY FEES:

Deed Fee:

A deed fee, based on the number of graves or niches contained in a burial lot or columbarium, shall be paid at the time of the deed application.

Perpetual Care Fee:

A perpetual care fee covering the following services shall be paid at the time of the deed applications:

Maintaining grade of a grave

Maintaining grass on a grave

Maintaining the columbarium and cremation gardens landscape

Removal of dead flowers and debris

Landscape maintenance of burial lots and the columbarium is the sole responsibility of the Cemeteries staff. Re-landscaping by private individuals is prohibited.

Administrative Fee:

An administrative fee shall be charged for all interments and inurnments and shall be performed by Cemeteries staff. The administrative fee shall be charged at the time of service.

Marker, Monument, Foundation and Niche Door Installation Fee:

This fee shall be paid at the time arrangements are made with the Cemeteries Foreman for the installation.

Fee Schedule

The current schedule covering the deed fee, perpetual fee, administrative fee, grave or niche opening fee and installation of monuments and markers may be obtained from either the Town Manager's Office or the Cemeteries Office during regular business hours.

INTERMENTS OR INURNMENTS AND DISINTERMENTS OR DISINURNMENTS:

All interments or inurnments and disinterments or disinurnments are made subject to the orders and laws of the properly constituted authorities of the Town, County and State.

Forty-eight (48) hours notice shall be provided to the Cemeteries Foreman when making arrangements for interments or inurnments. Sunday and holiday services shall not be permitted except in cases where an extreme hardship would result.

Interment or inurnment orders must be placed before noon on the Saturday preceding a Monday burial or entombment. Orders received after noon on Saturday shall be scheduled no earlier than the following Tuesday.

Disinterments or disinurnments shall not be made without the written consent of the Town Manager and the written authorization of the person(s) entitled by law to disinter or disinurn the remains.

The Cemeteries Foreman shall have the right to refuse a funeral when, in his best judgment, conditions within the cemetery make the burial unsafe and/or impossible.

All burials or inurnments shall be performed in coordination with and under the general direction of the Cemeteries Foreman.

The numbers of burials allowed in one (1) casket grave are one (1) casket burial and two (2) cremations or three (3) cremations and no casket.

The designated cremation lots may contain no more than two (2) burial containers or urns.

In the Columbarium each niche can hold two (2) standard size cremation urns not to exceed 9"x10". The urns must be of a material suitable for inurnment (No Cardboard).

Only single depth casket burials shall be allowed.

No interments or inurnments shall be made until the Cemeteries Foreman has been furnished with a burial permit or cremation certificate, as required by laws of the Commonwealth, and an interment or inurnment order which has been signed by the owner or legal representative of the lot or niche.

No grave or niche shall be opened by any person not so authorized by the Town of Barnstable. Each grave or niche shall be marked by the Cemeteries staff prior to the opening. All interments or inurnments and disinterments or disinurnments shall be made by Cemeteries staff.

All interments shall be made in a concrete box (liner) of one piece construction with one or two piece cover sufficient to permanently support the weight above it. Liners shall be placed into the grave prior to graveside ceremonies. Above ground self-sealing devices are prohibited in Town cemeteries.

The Town shall not be responsible for disinterments of remains that have not been interred in a permanent container.

The Town reserves the right to correct any errors that may be made when making interments or inurnments and disinterments or disinurnments and shall not be held liable due to the failure of any device to operate normally or to conditions which may develop beyond its control.

The Town shall not be held responsible for any order given by telephone, or for any mistake occurring from the want of precise and proper instructions as to the particular grave where interment is desired.

Records of each interment and inurnment shall be maintained at the Cemeteries Office in Cotuit and also recorded in the Town records as required by law.

Monuments, Markers and Foundations

The deed shall have the right to erect a memorial monument in designated cemeteries and/or flush marker, but all such memorials shall not exceed the dimensions specified in the cemetery specifications for foundations and markers and shall be set on suitable foundations.

All foundation work and marker placement shall be performed by, or in special circumstances under the direction of, an employee(s) of the Cemeteries and at the discretion of the Cemeteries Foreman.

All monuments, markers or niche door inscription shall be placed in accordance with cemetery specifications.

Only one (1) flush marker shall be allowed on single grave lots.

Only one (1) flush marker shall be allowed on designated cremation lots.

Memorialization on niche door must comply with town's approved inscriptions and approved by Cemeteries Foreman before ordering. SEE **ENGRAVING OF NICHE COVERS**.

Only a flush marker will be allowed on that portion of Mosswood Cemetery west of Putnam Avenue, Cotuit. This has been designed as a flush marker section.

In cemeteries other than those designated as "flush marker", one (1) upright monument will be allowed per family lot consisting of at least two (2) full interment grave sites. Any other foot marker or corner bounds shall be flush with the ground.

All upright monuments shall have foundations constructed in accordance with cemetery specifications.

Markers and monuments shall be set as weather and frost conditions permit. The Cemeteries staff shall not be held responsible for stone setting delays due to weather conditions beyond its control.

While the Cemeteries staff shall exercise all care to protect raised lettering, carving or ornaments on any monument, marker or niche cover it shall not be held responsible for any damage or injury thereto during routine maintenance, vandalism or by storms.

All monuments, markers and niche doors shall conform to cemetery specifications. Non-conforming monuments, markers or niche doors shall not be allowed and will be rejected.

SPECIFICATIONS FOR FOUNDATIONS AND MARKERS:

The Cemeteries Foreman, or his designed supervisor, will be available to contractors by appointment for meetings or information in any of the Town cemeteries with suitable advance notice.

The deed owner having the right to erect memorial stones or monuments, shall not exceed the following dimensions and shall be set on suitable foundations:

Maximum Dimensions for Monument and Markers

Flush single marker:

2' long X 1'2" wide X 4" thick

Flush double marker:

36" long X 1'2" wide X 4" thick

Cremation lot marker:

2' long X 1'2" wide X 4" thick

Upright monument:

3'6" long X 1'2" wide X 8" thick. All bases shall have an exposed edge of 2 inches at the sides and 3 inches at the length. The maximum overall height of 3 feet on all monuments is equal to the base plus the die (headstone). All flush markers shall be at least 4 inches in thickness.

Town of Barnstable reserves the right to construct all monument foundations at the expense of the deed. No memorial monuments and/or markers shall be installed without the approval of the Cemeteries Foreman.

No less than thirty days' notice in advance shall be provided the Cemeteries Foreman for construction of monument foundations.

Cemetery will not be responsible for any errors made by improper inscription on any memorial monument or markers.

Foundations shall be a minimum of three-foot depth and match the horizontal dimensions on the monument base.

All foundation work, monument placement and marker placement shall be performed by, or under direction of, the Cemeteries Foreman.

Foundations shall be made of poured concrete.

Monument companies will be allowed to perform lettering and cleaning of monuments or markers (except ancient grave stones) during regular work hours. No work is to be done on weekends, holidays or evenings without permission of the Cemeteries Foreman.

ENGRAVING OF NICHE COVERS:

Engraving of the niche cover will be done only by Town approved monument dealers and will be the responsibility of the niche owner. A list of reputable monument dealers or providers will be provided to the owner.

To maintain the columbarium in a uniform manner, the Town of Barnstable mandates that the covers will only have name, birth date and death date centered on the cover with a maximum of six lines of 14 characters. Each letter of the name shall not exceed 1-1/4" and the dates not to exceed 3/4 of an inch. One font pattern (Times New Roman) will be allowed on all niche covers and all engraving will not be lithographed. To recognize Veterans one line will be available for the Veterans service upon proof of honorable discharge. Niche covers are not required to be engraved.

Engraving of the niche cover is allowed before interment of the cremains. Full description of niche cover engravings and example will be available at the Town's cemetery office.

All markers and niche doors shall be delivered to the maintenance building at Mosswood Cemetery, 280 Putnam Avenue, Cotuit, MA 02635. Monday through Friday, 7 a.m. to 3:30 p.m. Holidays and weekend deliveries shall not be accepted. The delivery of monuments, markers and niche doors shall be accompanied by a work order showing the name and address of the lot owner and lot number where installation is to occur. A check, made out to the Town of Barnstable in the amount determined by the then current rates for monument foundation or marker installation shall accompany each work order.

VIOLATIONS:

Anyone who violates these rules and regulations shall be required to leave the grounds.

Any person who violates these rules and regulations and/or willfully or neglectful damages, defaces or destroys cemetery property including fences, gates, grounds, markers, monuments and columbarium shall be subject to prosecution.

The Cemeteries staff may remove from cemeteries anything it considers objectionable or injurious to the uses, purposes and uniform esthetics of any cemetery or in violation of any of the rules and regulations governing its operation.

MISCELLANEOUS:

Copies of the most current rules and regulations may be obtained during normal working hours at the Town Manager's Office in Town Hall, the DPW Structures and Grounds Division Office at the corner of Pitchers Way and Route 28, Hyannis and the Cemetery office, 280 Putnam Avenue, Cotuit.

EFFECTIVE DATE:

These rules and regulations are effective as of the date of approval and shall remain in effect until such time as they are amended or rescinded by the Town Manager.

DEFINITIONS:

Columbarium:

Shall mean a permanent structure owned by the Town of Barnstable, containing niches or other suitable spaces for the permanent memorialization of the cremated human remains.

Niches:

Shall mean a discrete chamber designed, constructed, and intended for use as a permanent repository, for the inurnment of cremated human remains, encased in an urn.

Inurnment:

Shall mean the permanent placement of cremated remains in a niche, or space in a columbarium, owned by the Town of Barnstable. The Grant or inurnment right in a niche gives only a right of inurnment of the cremated human remains, the ownership in fee to land and structure remaining in the Town of Barnstable.

Frequently Ask ?

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

Persons who have been bona fide residents of the Town of Barnstable for a period of two (2) years or more are entitled to be issued a license to a burial lot in an Active Cemetery. Additionally, non-resident taxpayers and residents with less than two (2) years residency may be issued a license to a burial lot in Mosswood Cemetery at 150% of the total fee currently in effect for residents with two or more years residency.

How many burials are allowed per grave?

In any single grave space for casket burial the licensee is allowed 1 casket and two cremation urns or if no casket is used then 3 cremation urns can occupy a single grave space. A cremation lot may have only 2 cremation urns per lot.

What size monuments are allowed?

Single flush markers cannot exceed 24" long x 14" wide x 4" thick

A double flush marker cannot exceed 36" long x 14" wide x 4" thick and must be centered on a 2 grave lot.

An upright monument where allowed cannot exceed 3'.5' long x 1' wide x 3' tall and needs a foundation poured by cemetery staff.

What is allowed on a grave lot?

You are allowed flowers in heavy movable pots with a maximum of 12 inches in diameter or a movable window box not to exceed 18". Planter must sit freely on the ground with no wires, rods or dowels holding them in place. Plant stands of any kind are not permitted.

Can you plant in the ground on your cemetery lot?

No in ground plantings are allowed. Please contact Cemetery Foreman to discuss other allowable options.

Can you donate a memorization tree to the cemetery?

Yes, Location and tree must be approved by Cemetery Foreman.

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

No. The veterans' services with the Boy Scouts and Girl Scouts put out the flags.

Young & Fancy, Inc.
91 Eldredge Parkway
Orleans, MA 02653 US
(508) 255-8936
CapeCodCustomSigns.com

BILL TO

Town of Harwich
Robbin Kelly
Cemetery Administrator
508-430-7549

INVOICE 2535

DATE 08/12/2021

DESCRIPTION	QTY	RATE	AMOUNT
non-profit HARWICH UNION CEMETERY	1	4,720.00	4,720.00
HAND CARVED double sided sign for "Harwich Union Cemetery", Sign dimensions 45" height x 36" width ALL LETTERS CARVED and painted white COVE EDGE with 23K gold leaf WHITE HEADER on sign top 1.75 x 39"			

TOTAL DUE \$4,720.00

Installation is not included in the price of signs, except truck lettering

John Canto Landscaping & Bobcat Service, Inc.

12 Evergreen Way, Ste 4
Harwich, MA 02645 US
johncantocompany@gmail.com

Invoice

BILL TO
Town of Harwich Highway Dept 273 Queen Anne Rd Harwich, MA 02645

SHIP TO
Town of Harwich Highway Dept 273 Queen Anne Rd Harwich, MA 02645

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
18-936	08/23/2021	\$750.00	09/22/2021	Net 30	

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
08/23/2021	Services	Install Additional Berm			750.00

BALANCE DUE

\$750.00

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INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
18-937	08/23/2021	\$3,000.00	09/22/2021	Net 30	

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
08/23/2021	Services	Cemetery work performed at Cranberry Way: (a) cut two 2-foot wide key areas; (b) machine level small marked area; and (c) machine pave/install berm	1	3,000.00	3,000.00

BALANCE DUE **\$3,000.00**