

CEMETERY COMMISSION MONTHLY MEETING
DONN B. GRIFFIN ROOM, TOWN HALL
732 MAIN STREET
TUESDAY FEBRUARY 1, 2022 AT 9:00AM

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

You can also dial in using your phone.
Tue, Feb 1, 2022 9:00 AM - 11:30 AM (EST)

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

<https://global.gotomeeting.com/join/881365205>

You can also dial in using your phone.

United States: [+1 \(408\) 650-3123](tel:+14086503123)

Access Code: 881-365-205

I. CALL TO ORDER

II. CORRESPONDENCE FROM TOWN HALL & ASSOCIATIONS

- A. Letter from Donna Needs French selling back 3 grave spaces in Island Pond Cemetery.
- B. Email from New England Cemetery Association on Cemetery Turf Management Conference March 8, 2022.
- C. Email Amy Usowski on signs for Trail System in Marceline Arboretum property.
- D. Presentation of Web and Mobile App for Island Pond Cemetery and Marceline Arboretum by Web Services of America.
- E. OTHER BUSINESS.

III. OLD BUSINESS

- A. Rules and Regulations Review.
- B. Cemetery Commission Responsibilities. Departmental Flow Chart.
- C. End of the Year totals for Revolving Account and Cemetery Budget.
- D. OTHER OLD BUSINESS.

IV. NEW BUSINESS

- A. OTHER BUSINESS.

V. DATE AND TIME OF NEXT MEETING

VI. ADJOURNMENT

AUTHORIZED POSTING OFFICER:

POSTED BY: _____
TOWN CLERK

DATE: _____

NOTES

1/19/22

I, Donna S. Needs, now
Donna French, purchased
6 cemetery lots on 532 West
Main Ave, N, in Island
Pond Cemetery. I would
like to sell back to the
Town of Harwich the
back three lots.

All 6 were purchased for
\$1,200.

Thank You,
Donna French

2553 Buttonwood Run

The Villages, FL 32162

Tel: 508-737-2265

Know all Men by these Presents: - That the Town of Harwich, a corporation duly established by law, in consideration of the sum of Twelve Hundred 00/100 (\$1200.00) Dollars, paid by Donna S. Needs

563 Pleasant Lake Avenue, Harwich, Ma. 02645 (430-0716)

the receipt whereof is hereby acknowledged, does hereby give, grant, bargain, sell and convey unto the said Donna S. Needs

one Lot of land in the Cemetery called the Island Pond Cemetery in Harwich in the County of Barnstable and Commonwealth of Massachusetts, which said lot contains 200 superficial square feet and is numbered 532 RW West Main Ave North on the plan of said Cemetery, in the possession of the Corporation, and which may be inspected by the grantee Donna S. Needs and her heirs and assigns, at all reasonable times.

To have and to hold the aforegranted premises, unto the said Donna S. Needs and her

heirs and assigns, to their own use and behoof forever, subject nevertheless to the by-laws of said corporation and to all rules, regulations and restrictions now or hereafter made by the Cemetery Commission of said Corporation relative to said Cemetery and the lots therein.

And the said Town of Harwich hereby covenants with said Donna S. Needs and her heirs and assigns, that it is seized in fee simple of the aforegranted premises, that the granted premises are free from all incumbrances, except as aforesaid, that it has good right to sell and convey the same to the said Donna S. Needs and will warrant and defend the same unto the said Donna S. Needs and her heirs and assigns forever against the lawful claims and demands of all persons except as aforesaid.

In Witness Whereof the said Town of Harwich has caused its common seal to be hereto affixed, and these presents to be signed and executed in its name and behalf by its Cemetery Commission, this 6th day of August in the year of our Lord one thousand nine hundred and ninety-one.

Signed, sealed and delivered in the presence of

TOWN OF HARWICH by Natalie H. Ross, Cemetery Commission, Carmeth L. Jones, Alice L. Bonnet

Cemetery Commission

Commonwealth of Massachusetts

ss. August 6th 19 91

Then personally appeared the above named Cemetery Commission, and acknowledged the foregoing instrument to be the free act and deed of the Town of Harwich.

Before me,

Maurice V. Myers Notary Public OFFICE OF CEMETERY COMMISSION, August 6th 19 91

I hereby certify that the foregoing Deed has been entered and recorded in this office, in the Book provided for that purpose, being Book No. 12 Page No. 5

Maurice V. Myers Clerk

Island Pond

Name of Cemetery

Lot #

Owner

531 RW	531 RE	532 B	532RW	532RE
<p>Stevens 6</p> <p>Barbara Ann (McMahon) Stevens 20 Nov 1917 - 22 Jan 2013</p> <p>3</p>	<p>4</p> <p>Campbell</p> <p>Robert Asa Campbell 25 Mar 1932 - 20 Jun 2017</p> <p>1</p>	<p>2</p> <p>Koch</p> <p>Joyce (Lord) Campbell 16 Jan 1932 - 10 Oct 2021</p> <p>2</p>	<p>4</p> <p>David Gardner Needs 1940 - 23 Jul 1991</p> <p>1</p>	<p>5</p> <p>Needs</p> <p>2</p>
	<p>6</p> <p>3</p>	<p>2</p> <p>1</p>	<p>6</p> <p>3</p>	<p>1</p> <p>Oak</p> <p>1</p>
				<p>5</p> <p>Koch</p> <p>2</p>
				<p>6</p> <p>3</p>
				<p>6</p> <p>Jeffery S Koch 25 Aug 1955 - 25 Aug 1993</p> <p>3</p>

West Main Avenue North

Name of Street

Robbin Kelley

From: Robbin Kelley
Sent: Friday, January 28, 2022 10:11 AM
To: Robbin Kelley
Subject: Back



Sent from my iPhone

Robbin Kelley

From: Robbin Kelley
Sent: Friday, January 28, 2022 10:11 AM
To: Robbin Kelley
Subject: Side



Sent from my iPhone

Robbin Kelley

From: Robbin Kelley
Sent: Friday, January 28, 2022 10:12 AM
To: Robbin Kelley
Subject: Side



Sent from my iPhone

Robbin Kelley

From: New England Cemetery Association <neca1902@gmail.com>
Sent: Monday, January 24, 2022 12:20 PM
To: Robbin Kelley
Subject: Cemetery Turf Management

Members,

The New England Regional Turfgrass Foundation has cordially invited our members to participate in their 2022 New England Regional Turfgrass Conference and Show this March 8th. This year will be the first time they will be dedicating a full day to cemetery turf management.

This seminar will feature Stephen Dean from Newton Cemetery along with Kelly Perry from Swan Point Cemetery. Also presenting will be Randy Van Yahres, from the Catholic Cemeteries of Brooklyn and Queens, and Joseph Charap, from Green-Woods Cemetery along with specialists from USDA, UMASS and the turf industry.

Please click on the NERTF link here (<https://www.nertf.org/schedule-at-a-glance>) to view details. The registration form is attached here https://2453ff3a-64f0-41b8-ae8e-79ca294d74ad.filesusr.com/ugd/2585f2_f57afd33b274bceb7ca58a8c93942cf.pdf

Sincerely,

Dan

Dan Krueger,

Secretary

The New England Cemetery Association
90 Pine Rock Avenue
New Haven, CT 06515
203-387-6601 (Cemetery Office)
203-397-1517 (Fax)
neca1902@gmail.com
www.NEWENGLANDCEMETERY.ORG

New England Cemetery Association

Full-Day Seminar

Full-Day Cemetery Management Seminar

Tues. March 8, 2022

NE 2 Credits 3B, 10, Prt, CL & DL

- | | |
|---------|---|
| 8:00am | Welcome: <i>Mr. Stephen Dean, Newton Cemetery</i> |
| 8:05am | Managing Historical Urban Grasslands at Green-Wood Cemetery
<i>Dr. Frank Rossi, Cornell Univ. & Mr. Joseph Charap, Green-Wood Cemetery, NY</i> |
| 9:00am | Transitioning From Sports Turf to Cemetery Management
<i>Mr. Stephen Dean, Newton Cemetery, Newton, MA</i> |
| 10:00am | Managing Grasses in Cemeteries: Turf, Water and Soil Interactions
<i>Mr. Aaron Pettit, CSC Agronomist & USDA Soil Scientist, Statesville, NC</i> |
| 11:00am | Forest Hills Cemetery: Career Experiences & Maintenance
<i>Mr. Dan Tower, Atlantic Golf and Turf, Turner Falls, MA</i> |
| LUNCH | --All Attendees-- |
| 1:00pm | Cemetery Management: An Intensive Approach
<i>Mr. Randy Van Yahres, Dir. of Planning and Development, Catholic Cemeteries of Brooklyn & Queens, Brooklyn, NY</i> |
| 2:00pm | Swan Point Cemetery: Turf Alternatives and Ground Covers
<i>Ms. Kelly Perry, Horticulturist, Swan Point Cemetery, Providence, RI</i> |
| 3:00pm | Turfgrass Management Strategies to Improve Drought Resistance and Overall Stress Tolerance
<i>Dr. Michelle DaCosta, University of Massachusetts</i> |
| 4:00pm | Round Table Discussion and Survey |



2022 NERTF Seminar Selections — Tuesday, March 8, 2022

Please Print Clearly or Go To www.nertf.org. If additional Registration Forms are needed, please duplicate this form. (Seminar Descriptions on Back)

Name: _____ Job Title: _____
 Company: _____
 Address: _____
 City, State, Zip: _____
 Phone: _____ Email: _____

1. Golf Course Safety and Risk Management*	8am-10am	RICC
Instructor: Michael Hurdzan, Ph.D, Hurdzan Design, Columbus, OH		
	¼-Day Seminar - 0.20 GCSAA Education Points	
2. Personal Financial Planning: Keeping Green in Your Future	8am-10am	RICC
Instructor: Mr. Dennis Lyon, CGCS, Aurora, CO & Mr. Jeff Massey, Massey and Assoc., RI		
	¼-Day Seminar - 0.20 GCSAA Education Points	
3. Soil Testing: Reports and Interpretations	NE Pest Credits: 2 8am-12noon	RICC
Instructor: Dr. Beth Guertal, Auburn University		
	½-Day Seminar - 0.35 GCSAA Education Points	
4. If You Build It, They Will Come: How to Attract, Recruit and Retain Employees!	8am-12noon	RICC
Mr. Bill Maynard, CGCS, MTI Dist., Inc. & Dr. Doug Linde, Delaware Valley Univ.		
	½-Day Seminar - 0.35 GCSAA Education Points	
5. Water Movement in Soils and Soil Surfactants	NE Pest Credits: 2 8am-12noon	RICC
Dr. Stan Kostka, Visiting Scholar, Penn State University		
	½-Day Seminar - 0.35 GCSAA Education Points	
6. Improving Your Score, Your Golf Environmental Stewardship Score	NE Pest Credits: 2 10am-12noon	RICC
Instructor: Dr. Frank Rossi, Cornell University		
	¼-Day Seminar - 0.20 GCSAA Education Points	
7. Benefits of Fairway Topdressing: Proven or Perception?	NE Pest Credit: 1 1pm-3pm	RICC
Instructor: Dr. Jason Henderson, UCONN, David Johnson, TCC		
	¼-Day Seminar - 0.20 GCSAA Education Points	
8. Trenching, Compaction and Safety: How to Protect Your Assets Above and Below Ground	1pm-3pm	RICC
Instructor: Michael Hurdzan, Ph.D, Hurdzan Design, Columbus, OH		
	¼-Day Seminar - 0.20 GCSAA Education Points	
9. Exceptional Leadership*	1pm-3pm	RICC
Instructor: Mr. Dennis Lyon, CGCS, Aurora, CO		
	¼-Day Seminar - 0.20 GCSAA Education Points	
10. Turfgrass Insects of New England and Their Management	NE Pest Credits: 4 1pm-5pm	RICC
Instructor: Dr. Albrecht Koppenhöfer, Rutgers University		
	½-Day Seminar - 0.35 GCSAA Education Points	
11. Traffic Jam: Understanding Golf Course Traffic	NE Pest Credit: 1 3pm-5pm	RICC
Instructors: Dr. Frank Rossi, Cornell University		
	¼-Day Seminar - 0.20 GCSAA Education Points	
12. First Aid & AED Training	3pm-5pm	RICC
Instructor: American Safety Programs		
	¼-Day Seminar - 0.20 GCSAA Education Points	
13. Grass Tennis Court Seminar (See Descriptions Below)	NE Pest Credits: 2 8am-5pm	RICC
14. New! Cemetery Management Seminar (See Descriptions Below)	NE Pest Credits: 2 8am-5pm	RICC

*Pesticide Re-certification credits have been requested for all qualified seminars from N.E., NY & NJ. Credits will be available at the seminar where approved (See descriptions)

Full-Day Seminars (#13 Grass Tennis & #14 Cemetery Management)	Seminar Price: \$225 each/\$250 (After 2/19)
½-Day Seminar(s): 3, 4, 5, 10	Seminar Price: \$115 each/\$130 (after 2/19)
¼-Day Seminar(s): 1, 2, 6, 7, 8, 9, 11, 122 hr. seminars.....	Seminar Price: \$60 each/\$75 (after 2/19)

Lunch is included when you register for Full-Day Seminar, (2) ½-day seminars or (1) ½-day and (2) ¼-day seminars.

Please Circle Seminar Selection(s) here: 1 2 3 4 5 6 7 8 9 10 11 12 13 14

Note: As stated above, a plated lunch is included for those that attend a full day (8 hours) of seminars.

If you would like to add lunch, then please circle to add lunch for an additional \$25: **LUNCH**

Note: Check times when selecting seminars; select seminars that do not overlap. Total for Seminar(s) & Lunch: \$ _____

Payment method: Make checks payable to: **NERTF** and send to **NERTF Seminars, 1272 West Main Road, Green #3, Middletown, RI 02842.**

If Paying by credit card, then you may also fax your registration in: 401-765-6677 or you can register directly online at www.nertf.org For more info call: 401-841-5490. Purchase orders are an available option upon request.

This form must be received by our office before February 19th to receive early registration discounts.

Please, only 1 registrant per form. Make copies as needed.

_____ Check or Money Order Please Circle: MasterCard/Visa American Express Discover Card

_____ Credit Card Holders Name

_____ Credit Card Number

_____ Exp. Date

_____ Credit Card Holders Signature

2022 Seminar Descriptions:

Tuesday, March 8, 2022

- 1. Golf Course Safety and Risk Management** 8am-10am RICC
Instructor: Michael Hurdzan, Ph.D, Hurdzan Design, Columbus, OH ½-Day Seminar - 0.20 GCSAA Education Points
Golf Course Safety and Risk Management can conserve resources, reduce lost man hours, improve staff productivity and morale, but is a skill rarely taught in school. Instilling a culture of safety and managing risks is easy, inexpensive, and effortless, yet only about 40% of golf courses have a properly functioning safety program. The seminar is an introduction on how to get your facility's safety program started.
- 2. Personal Financial Planning: Keeping Green in Your Future** 8am-10am RICC
Instructors: Mr. Dennis Lyon, CGCS, Aurora, CO & Mr. Jeff Massey, Massey and Assoc., RI ½-Day Seminar - 0.20 GCSAA Education Points
The seminar will express the necessity and value of planning for an enjoyable financial future. Statistics show most individuals are not on pace for a well-funded retirement. Time will include a discussion regarding retirement concerns, retirement planning, options and investing in your future and your family financial wellness!
- 3. Soil Testing: Reports and Interpretations** NE Pest Credits: 2 8am-12noon RICC
Instructor: Dr. Beth Guertal, Auburn University ½-Day Seminar - 0.35 GCSAA Education Points
This seminar will cover items on soil test reports to help attendees understand what all the numbers mean. Protecting the environment and reducing costs to your program is a priority, soil tests are essential to make accurate decisions and for a better understanding of the needs of the soil that will benefit the plant life. Dr. Guertal will discuss soil sampling, including the best timing for testing, what might be the best type of test for you and how this will help managers considering fertilization.
- 4. If You Build It, They Will Come: How to Attract, Recruit and Retain Employees!** 8am-12noon RICC
Instructors: Mr. Bill Maynard, CGCS, MTI Dist., Inc. & Dr. Doug Linde, Delaware Valley Univ. ½-Day Seminar - 0.35 GCSAA Education Points
Golf Course Safety and Risk Management can conserve resources, reduce lost man hours, improve staff productivity and morale, but is a skill rarely taught in school. Instilling a culture of safety and managing risks is easy, inexpensive, and effortless, yet only about 40% of golf courses have a properly functioning safety program. The seminar is an introduction on how to get your facility's safety program started.
- 5. Water Movement in Soils and Soil Surfactants** NE Pest Credits: 2 8am-12noon RICC
Instructor: Dr. Stan Kostka, Visiting Scholar, Penn State University ½-Day Seminar - 0.35 GCSAA Education Points
There are more than 200 soil surfactant products available with a plethora of soil surfactant claims that it makes it extremely difficult to select the right product for your soil and plant needs. Attendees will learn how to: identify variances in surfactant classes and their impacts, understand what surfactants can and cannot do, and how to select the best soil surfactant for your facility's soil and water management.
- 6. Improving Your Score, Your Golf Environmental Stewardship Score** NE Pest Credits: 2 10am-12noon RICC
Instructor: Dr. Frank Rossi, Cornell University ½-Day Seminar - 0.20 GCSAA Education Points
This seminar will outline the background importance of golf course green space in an increasingly urbanized world using ecosystem services. Implementation of simple operational adjustments that improve environmental protection and preservation whilst maintaining high quality playing surfaces is the goal. It's time for all of us to walk the walk after three decades of environmental pressure, we have a moment to be pro-active. This seminar will outline a plan for implementation at your facility.
- 7. Benefits of Fairway Topdressing: Proven or Perception?** NE Pest Credit: 1 1pm-3pm RICC
Instructors: Dr. Jason Henderson, UCONN, David Johnson, TCC, Brookline, MA ½-Day Seminar - 0.20 GCSAA Education Points
Fairways account for the largest area (25-30 acres) of intensely managed turfgrass on a golf course, and topdressing is not an easy task. This seminar will discuss important considerations such as sand selection, application rate/frequency, timing, and target topdressing layer depths. Practical implementation strategies will also be covered to provide attendees an unconventional perspective while realizing the challenges of committing to this type of program. The cultural practice provides benefits that can improve playability, help manage pest populations, and enhance soil physical properties, but these opportunities do not come without inherent risks.
- 8. Trenching, Compaction and Safety: How to Protect Your Assets Above and Below Ground** 1pm-3pm RICC
Instructor: Michael Hurdzan, Ph.D, Hurdzan Design, Columbus, OH ½-Day Seminar - 0.20 GCSAA Education Points
Trenching, compaction, and safety is about as interesting of a topic as colonoscopies; that is until you have a related problem that could be fatal. Preventing that problem is a matter of understanding the issues involved and taking proper precautions that could pay huge dividends when you need it.
- 9. Exceptional Leadership** 1pm-3pm RICC
Instructor: Mr. Dennis Lyon, CGCS, Aurora, CO ½-Day Seminar - 0.20 GCSAA Education Points
What are the traits of exceptional leaders in the workplace? This seminar will help identify what it takes to lead and manage the intense demands of today's workplace environment. It will help you to understand the components and value of the human connection at work. Discussion will include what makes a good manager versus a bad one, how to improve workplace performance using the concept of Train, Trust and Delegate. Achieving higher productivity will help managers have more time to prepare for the next workplace issue.
- 10. Turfgrass Insects of New England and Their Management** NE Pest Credits: 4 1pm-5pm RICC
Instructor: Dr. Albrecht Koppenhöfer, Rutgers University ½-Day Seminar - 0.35 GCSAA Education Points
This seminar will include the presentation discussion of the biology/ecology, monitoring/scouting methods, cultural control, biological control, and chemical control of important golf course insect pests including annual bluegrass weevil, white grubs, black cutworm, sod webworm, hairy chinch bugs and billbugs.
- 11. Traffic Jam: Understanding Golf Course Traffic** NE Pest Credits: 2 3pm-5pm RICC
Instructor: Dr. Frank Rossi, Cornell University ½-Day Seminar - 0.20 GCSAA Education Points
Prior to the pandemic many golf courses were not suffering from excess traffic. Yet, most facilities have areas on the course where cart and or foot traffic are concentrated. For example, many putting greens have low numbers of hole locations. This ensures that hole locations are not able to be rotated out long enough to allow for complete recovery. Many courses have pinch points on tee's, fairways and approaches that further concentrate traffic. This seminar will use data science and analytics to manage traffic and suggest fertilizer, rolling, PGR and mowing programs that maintain high performance playing surfaces.
- 12. CPR & AED Training** 3pm-5pm RICC
Instructor: American Safety Programs ½-Day Seminar - 0.20 GCSAA Education Points
Do you know how to save a life from Cardiac Arrest? Heartsaver CPR/AED is a classroom, video-based, instructor-led course that teaches adult CPR and AED use, as well as how to relieve the choking of an adult. The course teaches skills with AHAs research-proven Practice-While-Watching (PWW) technique, which allows instructors to observe the students, provide feedback and guide the student's comprehension. Every person who works at or on a golf course should have this course.
- 13. Grass Tennis Court Seminar (See Descriptions Below)** NE Pest Credits: 2 8am-5pm RICC
Instructors: Many Grass Tennis Professionals including David Lawrence, Edgbaston Priory Club, England
Various topics on Grass Tennis Court Management including ball bounce science, turfgrass management challenges, organic matter management, and challenges of managing poorly constructed grass courts will be discussed during this 8-hour seminar. Some management techniques including using plant growth regulators to reduce weed infestations avoiding the use of pesticides will be shared among other pest problems in the UK.
- 14. New! Cemetery Management Seminar (See Descriptions Below)** NE Pest Credits: 2 8am-5PM RICC
The northeast is home to some of the most spectacular cemeteries in the country dating back to early 1800's. In 2022 this will be our first cemetery management seminar. This full-day program will include turf management, pest management, new grasses, soils, and personal experiences will be shared. The seminar will conclude with round table discussions on different turf management topics that cemeteries must deal with.

Robbin Kelley

From: Amy Usowski
Sent: Wednesday, January 26, 2022 12:50 PM
To: Robbin Kelley
Subject: RE: Signs for Trails

Neal Larsson

508-685-4706 Cell
508-790-1114 x115 / newenglandrepro.com
CELEBRATING 35 YEARS / 1986-2021

From: Robbin Kelley
Sent: Wednesday, January 26, 2022 12:49 PM
To: Amy Usowski <ausowski@town.harwich.ma.us>
Subject: RE: Signs for Trails

Do you have a contact?

From: Amy Usowski
Sent: Wednesday, January 26, 2022 12:48 PM
To: Robbin Kelley <rkelly@town.harwich.ma.us>
Subject: RE: Signs for Trails

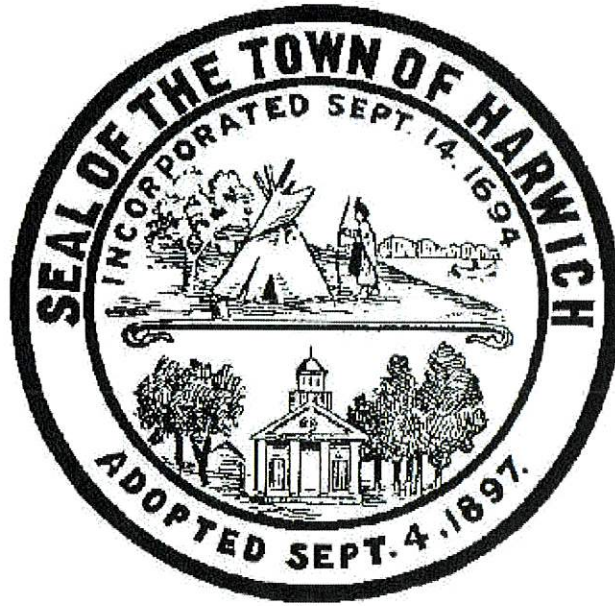
New England Reprographics in West Yarmouth.
Amy

From: Robbin Kelley
Sent: Wednesday, January 26, 2022 10:06 AM
To: Amy Usowski <ausowski@town.harwich.ma.us>
Subject: Signs for Trails

Amy

The cemetery commission would like me to get a sign so that we have it ready when AmeriCorps comes to install walkway on March 3. Where do you get your signs?

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



For Feb 1 Meeting

Steve in GREEN +Cindy BLUE+Robbin ORANGE+Rob-New numbering ver: 1/28.2

Harwich Cemetery Commission

Rules and Regulations

of the

Harwich Cemeteries

2022

Mission Statement

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

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 - 3. Markers, Headstones, Monuments

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- VII. Rules for Graveside Plantings

I. Administration

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

Administrative Office

Cemetery Office is located at the Community Center, 100 Oak Street

Mailing Address: Town of Harwich
Cemetery Administrator
732 Main Street
Harwich Center, MA 02645

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

Hours of Operation:
Monday-Friday 7:30-3:00
Outside of these hours please leave a message at the phone number above.

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

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

II. Cemetery Commission

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

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

The Cemetery Commission will exercise reasonable care to protect the monuments, markers, and plantings on all burial sites. The Commission will not be responsible for any damage caused by routine maintenance or vandals/ trespassers in any cemetery or burial ground in the Town of Harwich.

Any personal injuries sustained by anyone violating the rules and regulations of the Cemetery Commission will not be the responsibility of the Commission or of the Town of Harwich.

Any damage to lots or grave markers caused by a private contractor working in the cemetery or burial ground shall be the sole responsibility of the contractor, the burial company, or the burial vault company which caused the damage. No responsibility will be attributed to the Commission or the Town of Harwich.

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

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

III. Harwich Cemeteries

A. **Active Cemeteries** (Burial lots available)

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

B. **Inactive Cemeteries** (Burial lots unavailable)

Bank Street Burial Ground, Bank Street, near Long Road, [Harwich](#)
Baptist Church Cemetery, Depot Street & 62 Route 28, West Harwich
[Herring River Cemetery, West Harwich](#)
[Hawks Nest Cemetery, Nathan Walker Road, East Harwich](#)
Lothrop Cemetery, Off Lothrop Ave, West Harwich
Methodist Church Cemetery, AKA Union Cemetery, 1 Church Street, East Harwich
Old Methodist Cemetery, AKA Eldredge Cemetery Queen Anne Rd., East Harwich
Old Smith Cemetery, Bells Neck Road, West Harwich
Ryder Cemetery, Route 39 near water tower, Harwich

IV. Harwich Cemetery Commission Rules and Regulations

All visitors are requested to keep in mind that the cemeteries are consecrated to the memories of those who are buried within. Dignified behavior is expected and will be required at all times. In the many years of cemetery operation, it has been shown that it is necessary to adopt and enforce regulations to govern the conduct of visitors, to ensure respect for the dead, protect the grounds, and assure the safety of visitors.

A. Visitation Rules

1. The cemetery grounds are not a playground or recreational area. Loud, boisterous, or undignified behavior will not be tolerated. These rules and regulations have been adopted to advance and secure these public interests.
2. Town Cemeteries are open daily from dawn to dusk.
3. The speed limit for all vehicles shall be ten miles per hour. Use of any cemetery driveway or cart path as a thoroughfare shall be prohibited. Parking is limited to designated areas and roadways only.
4. Recreational sports or similar activity to include bicycling, horseback riding, motorcycling, or skateboarding, are prohibited. Skateboards, roller blades, or bicycling for the purpose of respectful visitation is allowed (See #1 above). Unregistered vehicles are not allowed at any time.
5. Consumption of alcohol or drugs are prohibited. Anyone disturbing the peace and quiet in any way will be removed from the property.
6. Monuments, gravestones, or other structures within the cemeteries shall not be defaced in any way.
7. Gravestone repairs, cleaning or rubbings require prior authorization of the Cemetery Commission. [Pressure washing gravestones](#) is expressly prohibited. Any damage incurred will be at the expense of the parties involved.
8. Hunting is prohibited at all times. Firearms shall not be discharged in the cemeteries, except for salutes at military funerals, Memorial Day, or Veterans Day ceremonies.
9. Domestic animals of any type shall not be permitted in the cemeteries, except certified animals assisting persons with disabilities.
10. No household trash shall be disposed of in the trash barrels.
11. Picking of blossoms, flowers or foliage is prohibited.

B. Cemetery Regulations

1. Interments

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

b. No interment shall be made until the Cemetery Administrator or designee has been furnished with a burial permit and/or cremation certificate as required by law, together with a written order/interment form from the legal owner, or the legal representative of the right of burial in the lot in which interment is to be made. No grave shall be opened for interment or removal unless authorized by the Cemetery Commission and the area has been flagged by the **Cemetery Administrator or designated representative.**

c. Generational Succession of Burial lots

The laws of the Commonwealth of Massachusetts govern the descent of title to cemetery lots as well as other matters pertaining to assignments, conveyances, advises, trust deeds and inalienability. **In accordance with MGL Ch. 114 Section 31: "If in a will no express disposition or other mention is made of a cemetery lot owned by the testator at his decease, and wherein he or any member of his family is buried, the ownership of the lot shall not pass from his lawful heirs by any residuary or other general clause of the will, but shall descend to his heirs, as if he had died intestate."** On the decease of the proprietor of a lot, when the lot is not specifically mentioned in his will, an "Record of Heirs" form must be filed at the cemetery office and signed by one of the heirs at law, and in the case of minors, by their guardian. This affidavit must include a list of names of all heirs and a majority must also designate one of their number as the representative, who shall be authorized to sign orders for interments in the lot and to give all other needful directions regarding the lot. If no such affidavit shall be filed, the Cemetery Commission may designate some one of the heirs at law so to act until such time as the aforementioned affidavit shall have been filed.

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

d. Lot usage

1. In standard lots (4' x 10') you may have one full burial plus one cremation. Four cremations are permitted if there is no full burial present.
2. Cremation lots (4' x 3') may have a total of two cremations.

2. Cemetery Lots

a. Lot Sizes

1. Older Sections in Existing Cemeteries

8' x 4'

Pine Grove, Mount Pleasant, Island Pond, Kelley, South Harwich,
North Harwich & Evergreen

2. Newer Sections of Evergreen 9' x 4'

3. Cremation Lot Size: 3' x 4'

Evergreen and Island Pond Cemeteries

4. Mausoleum Lot Size

At the discretion of the Cemetery Commission

b. The Cemetery Administrator shall furnish, to those who desire to purchase rights of burial in lots or graves, information relative to the cost of the same and the conditions upon which interments may be made.

c. The owners of rights of burial, or their heirs, shall not sell the said exclusive right of burial other than to the Town of Harwich, as provided for under MGL Ch.114. Compensation will be no greater than the original purchase price.

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

e. 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).

f. 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.

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

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

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

j. Flowers and plantings are the responsibility of the lot owner to maintain and remove. All flowers must be planted at the base of the monument or marker. They must not exceed one foot from the base of the monument or marker so as not to interfere with mowing. Funeral flowers will be removed after two weeks or when they become unsightly. Temporary displays that commemorate birthdays, anniversaries, etc., will be removed after 30 days by the cemetery department. The cemetery commission or designee reserves the right to remove any plantings that become overgrown or unsightly for any reason. The Town of Harwich is not liable for any items left on a grave not limited to damage or loss of flowers, plantings, or memorials for any reason. The planting of invasive or rampant-growing plants is prohibited. **Please see VII for additional information and restrictions.**

k. For the safety of our workers and visitors and in order to create a uniform appearance the Cemetery Commission is prohibiting the following items: crushed stone, metal stands, rods, hooks, and cans, glass and ceramics, lighting of any kind, fences, boarders, curbing, mylar balloons, wind chimes, nor any alcoholic beverages. No signs, lettered wooden boards, statues of animals (or the like), or toys and paraphernalia are permitted.

l. 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.

m. 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.

3. Markers, Headstones, Monuments

a. Previously Established Cemetery Sections

SINGLE LOT: May contain one headstone (Not to exceed??) 30" width (left to right) x 16" (front to back) and one flat flush marker. In lieu of the single headstone, a maximum of two flat flush markers are permitted.

MULTIPLE LOTS: May contain one marker not to exceed 50% of the width of the lots measured at base or foundation with a base depth of 18" maximum and height of 48" plus one flat flush marker per grave lot.

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

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

2. No markers, headstones, monuments, corner markers, bench, or other approved structure will be permitted to be erected in the cemeteries without a sufficient foundation. All markers, headstones, monuments, and other structures shall be made of granite, marble, slate, or other approved materials. All monuments are to be centered at the head of lot or centered at the mid-line.

3. A single marble or granite bench will be allowed on a lot as the *only* permanent, central, inscribed, memorial. Therefore, both a monument and a bench are not permitted except on a four grave or larger lot.

4. 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.

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

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

b. Specially Designated Cemetery Sections

SINGLE LOT: May contain one headstone (Not to exceed??) 30" width (left to right) x 16" (front to back) and one flat flush marker or no headstone and up to four flat flush markers.

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

MULTIPLE LOTS: May contain one marker not to exceed 50% of the width of the lots measured at base or foundation with a base depth of 18" maximum and height of 48".

V. Definitions

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

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

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

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

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

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

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

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

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

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

Exhumation - the removal of a body from a grave.

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

Flat Flush Marker (FFM)-See **Tablet**

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

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

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

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

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

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

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

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

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

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

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

Lot Sizes-See Cemetery lots page 7.

Mausoleum - a building for the housing of bodies in separate drawer,- or compartments. A mausoleum differs from 1 tomb in that it is owned communally by the cemetery and patrons purchase rights to a section of it, while a tomb is built, owned, and used exclusively by a single family or similar group.

Memorial - a grave marker, usually in ornate one

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

VI. Frequently Asked Questions:

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

Anyone can purchase burial space in the Town of Harwich Cemeteries. There is a different fee for resident's vs nonresidents.

How many burials are allowed per grave?

In a traditional burial space, you can have one full body burial with one cremation on top or four cremains.

In cremation lot two cremains are allowed in each plot.

Please see "Interments" page 7

What size monuments are allowed?

Please see Markers, Headstones, Monuments page 9

What is allowed on a grave lot?

Please see Markers, Headstones, Monuments page 9

Can you plant in the ground on your cemetery lot?

Yes, plantings need to be planted around the base of memorial. See item ____ in Rules and Regulations.

What plantings are recommended?

Plantings needs to be approved by the Cemetery Commission, see item ____ in Rules and Regulations.

Can you donate a memorization tree to the cemetery?

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

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

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

VII. Rules for Graveside Plantings

A. Flowerbeds will be allowed on all graves under the following conditions:

1. On single, double, and three graves:

A flowerbed consisting of low growing annuals (no perennials or rosebushes) must not exceed ten inches from the front of the base of the approved monument, no wider than the base of the monument with a two-inch border of mulch or loam, not to exceed twelve inches. (The border does not mean a fence or stones).

No plantings are allowed on the back side of a monument.

Any plantings not with these confines will be removed. Flowerbeds are the responsibility of the lot owner and must be maintained. The Town of Harwich Cemetery Department is not responsible for lost or damaged plants.

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

2. On four, six, and eight graves or larger:

A flowerbed consisting of low growing annuals (no perennials or rosebushes) must not exceed eighteen inches with a two-inch loam or mulch border from the front of the base of the approved monument, for a total of twenty inches.

Four grave lots can extend thirty-six inches of the width of the monument on either side.

Six grave lots can extend forty-eight inches of the width of the monument on either side.

Eight grave lots or larger can extend forty-eight inches of the width of the stone on either side.

A total of two small bushes will be allowed to be planted by cemetery personnel on four grave lots or larger. The only bushes allowed are upright Yews and dwarf Alberta Spruce.

Flowers or plants installed within the prescribed flowerbeds are the responsibility of the owner of the lot. Flowerbeds must be kept neat and well maintained. The Cemetery Department is not responsible for any damage or loss of plants.

All other borders that are installed will be removed by the Cemetery Department.

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

No planting or any kind will be allowed in the back of monuments. The Cemetery Department personnel will remove any planting, bushes, stones, etc. on the back of monuments.

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

The cemetery shall not be held responsible for any damage done to any flowerbeds, borders, plants, or bushes.

Deleted

Robbin Kelley

From: Rob Thompson <robandcindy2@icloud.com>
Sent: Tuesday, January 25, 2022 12:46 PM
To: steven conner; Cindy Eldredge
Cc: Robbin Kelley
Subject: Harwich Cemetery Commission "Description of Responsibilities"
Attachments: Suggestion for a Harwich Cemetery Commission.docx

This was what I forgot to print out for this AM.

Background: In the town handbook, there isn't a Cemetery Commission description. This draft is a compilation of some other towns and should encompass the packet Robbin provided today.

I think we could discuss this and then send it through channels to BOS for inclusion in the Town Handbook.

I also think this or a version might be appropriate in the rules as well located below the Administration section.

Rob

Suggestion for a Harwich Cemetery Commission “Description of Responsibilities”

I was pondering that maybe we (Cemetery Commission) need a “Description of Responsibilities” in the Rules as well as on the website. In fact, in the Harwich Committee Handbook I was given, the Cemetery Commission does not have a description.

To that end, and as if we don’t have enough to do, I searched and grabbed a couple of “descriptions” from other towns (bottom). And to speed the process up I took the liberty to write a description for us using the Section 23 from MA Chapter 114 and bits and pieces from other towns. Perhaps we can discuss and vote on this in January?

Suggestion: I’d like to discuss/vote on a “Job Description” on Feb 1. And I’d like to replace the “Cemetery Commission” paragraphs on rules draft Page 3 with this or a version:

Harwich Cemetery Commission Responsibilities

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

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

The Cemetery Commission will exercise reasonable care to protect the monuments, markers, and plantings on all burial sites. The Commission will not be responsible for any damage caused by routine maintenance or vandals/ trespassers in any cemetery or burial ground in the Town of Harwich.

Any personal injuries sustained by anyone violating the rules and regulations of the Cemetery Commission will not be the responsibility of the Commission or of the Town of Harwich.

Any damage to lots or grave markers caused by a private contractor working in the cemetery or burial ground shall be the sole responsibility of the contractor, the burial company, or the burial vault company which caused the damage. No responsibility will be attributed to the Commission or the Town of Harwich.

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

References:

MA General Law

Chapter 114 Section 23: Board of cemetery commissioners; powers and duties

Section 23. Said board shall have the sole care, superintendence and management of all public burial grounds in its town, may lay out any existing public burial grounds in its town or any land purchased and set apart by said town for such cemeteries, in lots or other suitable subdivisions, with proper paths and avenues, may plant, embellish, ornament and fence the same and erect therein such suitable edifices and conveniences and make such improvements as it considers convenient; and, subject to the approval of the town, may make such regulations, consistent with law, as it deems expedient.

Dover Town Code Description of Responsibilities

There shall be a three-member Cemetery Commission elected on a rotating basis of one member each year for a three-year term. The Commission's responsibilities shall include, but shall not be limited to, the operation of the Highland Cemetery in accordance with Massachusetts General Laws (MGL) Chapter 114, Sections 22, 23.

Provincetown:

Mission & Authority:

To have sole care, superintendence and management of all public burial grounds in the Town. May lay out any existing public burial grounds or any land purchased and set apart for cemeteries with proper paths and avenues; may plant, embellish, ornament and fence the same and erect therein such suitable edifices and conveniences and make such improvements as it considers convenient; and, subject to the approval of the Town, may make such regulations, consistent with law, as it deems expedient.

Groveland, MA

Mission Statement:

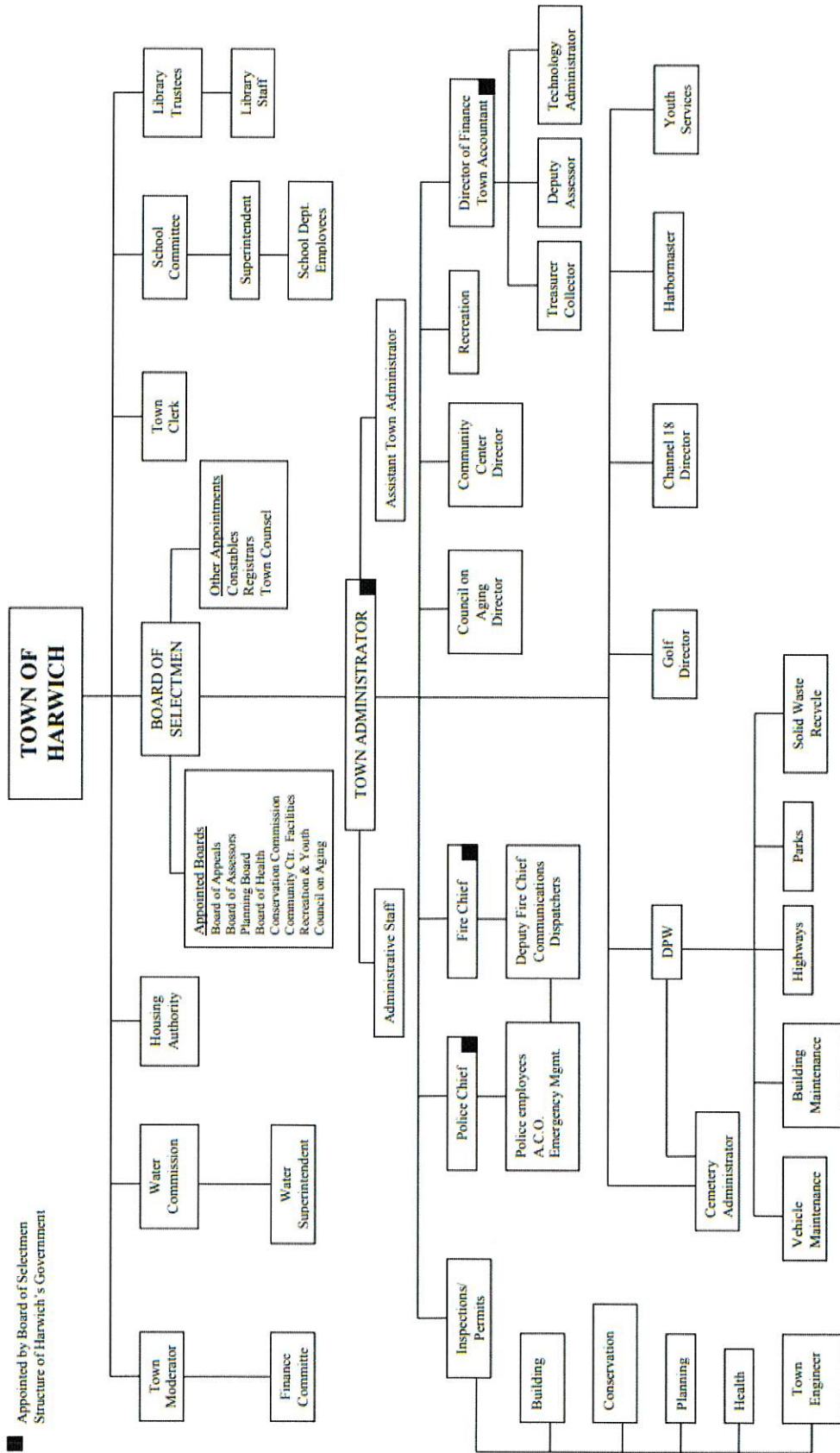
The Groveland Cemetery Commission and its staff are dedicated to the maintenance, restoration and perpetuation of the grounds and monuments of the Riverview Cemetery and the smallpox cemetery. Our objective is to offer the people of Groveland and their families' burial grounds and services consistent with the Town's needs, the social and cultural needs of its residents, and the Cemetery's beautiful and historic setting. We strive to preserve and maintain our cemeteries while simultaneously developing and improving new sites and offering new internment services in a financially responsible manner.

Peru Cemetery Commission – Mission Statement

It is the mission of the Peru Cemetery Commission to protect, preserve and maintain the Town of Peru's cemeteries. The Cemetery Commission strives to maintain the cemeteries to a standard that the residents can be proud of. The Cemetery Commission's mission is to provide:

- Adequate space for the town's burial needs
- Maintenance in perpetuity of the grounds and monuments in each of the town's three cemeteries
- Regulations that promote good order and respectful conduct
- Accurate records of those buried there

■ Appointed by Board of Selectmen
 Structure of Harwich's Government



Robbin Kelley

From: Duncan Berry <duncan@jduncanberry.com>
Sent: Wednesday, January 26, 2022 3:16 PM
To: Robbin Kelley
Cc: Bob Gifford; George Alexander Lewis; terry_murray1@hotmail.com
Subject: SAR Grave Marking on 21 May 2022

Sorry for the delay here, Robbin—

Just a reminder that the Cape Cod Chapter of the Sons of the American Revolution is planning to conduct a grave marking ceremony on the 21st of May and would like to work with you to make sure everything is lined up—grass cut, permits for musket salute, parking arrangements, and the like.

The four patriots we want to honor are:

Capt. Job Chase, Sr.
Gamaliel Cahoon
Maj. William Gage
Zebulon Gage

Please let me know what you need so we can get everything on the calendar in plenty of time in advance.

Also, we we briefly discussed, you mentioned that you have started a file on Harwich soldiers in the Revolutionary War; we'd very much like to work with you and the Harwich Historical Society in assembling a monograph on Harwich Revolutionary Patriots—both in print and app form. This is something downstream—for 2026—but worth opening a discussion on so we can at least assemble the information and begin to clarify objectives, methods, and personnel.

All the best, cuz!

Duncan

J. Duncan Berry, Ph. D.
duncan@jduncanberry.com