

ATTACHMENT A

Scope of Work for 2025 Mowing and Maintenance of Town Cemeteries

All work shall comply with the following specifications:

Equipment:

Only the following equipment shall be used:

1. For working in the vicinity of head-stones, foot-stones, or other memorials: Walk behind mower only, width of deck not to exceed 36"; with discharge guards and bumpers, with or without a mulching feature. A riding mower may be used for areas not near head-stones, foot-stones or other memorials.
2. Trimmers equipped with trimming filament not to exceed .065 inches.

General Guidelines:

1. Vehicles to be parked in a manner that will not impede traffic flow of town roads.
2. No smoking in cemeteries.
3. Gates, if present, should be closed and secured when work is completed.
4. Any damage or concerns should be reported to Cemetery Commissioners immediately.
5. The Contractor shall not only respect not only the solemn dignity of the cemetery, avoiding loud talking, etc., but will also train all employees concerning the provisions of this agreement and the need to prevent damage to stones and monuments.

Mowing Specifications:

1. Contractor shall brush equipment prior to each mowing to reduce the spread of invasive plants.
2. Before each mow, all trash and sticks are to be picked-up and removed from the area. For East Burying Ground, this applies to the entire driveway, parking area and the burial ground in its entirety between the road ditch and the westerly property line.
3. Grass is to be kept between a minimum of 2" and a maximum of 5". The Contractor will be expected to adjust the mowing height as appropriate and, if necessary, for different sections of the cemetery.
4. Grass clippings must be mulched or collected and disposed of off-site by the Contractor.
5. Contractor shall not mow over flat or fallen markers; extra care shall be taken around plot markers.
6. In West Burying Ground the grass outside of fence shall be cut or trimmed on the west, between the fence and road pavement
7. All plots with coping (raised border base stone) surrounding grass will require special treatment and consideration
8. No mower will be operated within 12-inches of any marker, monument, headstone, footstone or other memorial.
9. Contractor will use a blower to remove cut grass from stones after mowing. Contractor will also ensure that grass clippings do not build up in the corners of plots with coping – otherwise over time there will be a build-up of damaging dead grass in these areas.

10. Mower blades will be sharp at all times to provide a quality cut and prevent tearing of the grass blades.

Trimming Specifications:

1. Contractor will trim fixed objects every other mowing. Grass adjacent to fixed objects shall be trimmed to the same height as the general turf. Trimming is to be done so that turf areas are not “scalped.”
2. Contractor will trim along the interior of fence and between markers, ensuring there is no contact with stones.
3. The Contractor and their employees will be expected to know the length of their trimmer line at all times to prevent the line from coming into contact with the headstones and monuments. Any line damage other than preexisting (defined as documented by the Contractor at the beginning of this agreement) is the responsibility of the Contractor.
4. The Contractor is responsible for ensuring that the rotation of the string causes the grass to be thrown back towards the operator. This will help prevent objects such as rocks and sticks from being thrown by the trimmer toward fragile headstones, thereby minimizing the potential for accidental damage.

Edging Specifications:

1. In the Barber Cemetery, Contractor will edge the fence every other mowing during the growing season to keep vines from growing up the fence.

See Attachment B, Maps 14 & 15 for further details.