TOWN OF HILLSBOROUGH
CEMETERY TRUSTEES
MAINTENANCE BIDS

The Town of Hillsborough Cemetery Trustees will be accepting bids for the maintenance of the town's cemeteries for a period of three years (2027, 2028 and 2029 seasons).
Bids should include:

1. Landscaping experience with cemeteries.
2. Bidding price for each year listed separately.

Maintenance specifications can be obtained at the Town Office's Service Window, 27 School Street, during regular business hours. Bids will be accepted at the Town Office until 5:00 pm on Friday, November 20, 2026.

Town of Hillsborough
Cemetery Trustees

2027-2028-2029
MAINTENANCE AND BID SPECIFICATIONS

1. Rake and clean all debris from all cemeteries as early in the spring as possible, this includes the removal of flowers, broken flower pots, funeral wreaths and anything not permanently attached or buried in the ground.

2. All cemeteries will be mowed; stone walls, grave markers and monuments will be trimmed; all cemetery roads and parking areas will be graded or raked as early in the spring as possible and before the following dates: Memorial Day, Fourth of July and Labor Day.

3. All major cemetery lawns will be kept mowed to a maximum growth of 3". All minor cemetery lawns will be mowed at least once a month.

4. The contractor will repair roads, gates, fences, walls and any other minor repairs.

5. All material needed for the maintenance of the cemeteries will be paid for through the cemetery maintenance budget.

6. New graves will be seeded by the contractor within fifteen (15) days after closure or as needed in the spring.

7. Sunken graves will be brought to grade and seeded.

8. All equipment to be supplies by the contractor.

9. Contractor has the use of a designated maintenance area located in the cemetery off Shedd Road as shown on the Town of Hillsborough's Tax Map 10, Lot 34.

10. For special occasions the Town of Hillsborough will supply any and all flags, lot markers, wreaths, etc.

11. Any additional assignments over and above the contract price will be billed at a mutually agreed upon rate.

12. Contractor must provide proof of Workers' Compensation Insurance Coverage for all persons performing work and Liability Insurance Coverage prior to the first of march of each contract year.

13. The term of this contract will be for three seasons. Each season will be from May1 through October 31 of 2027, 2028 and 2029.

14. Bids need to specify bidding price for each year separately. Bids need to be submitted to the Town Office by 5:00 pm on Friday, November 20, 2026.

15. The following is a list of cemeteries:

Map/Lot	Cemetery Name – Location
003/040	Farrar Cemetery – Carter Hill Road
003/041	Kimball Cemetery – Kimball Road
005	Robbins Cemetery – County Road (across from Lot 39)
005/073	Kimball Hill Cemetery – North Road
006/092	Monroe Cemetery – Flint Road
008/050	Hillsboro Center Cemetery – East Washington Road (major cemetery)
008/126	Codman Cemetery – Beard Road
009/010	Gearry Cemetery – Concord End Road
009/044	Clark Cemetery – Center Road
010/025	Pine Hill Cemetery – Atwood Road (major cemetery)
010/026	Maple Avenue Cemetery – Atwood Road (major cemetery)
010/034	St. Charles and Harvey Memorial Cemeteries – Shedd Road (major cemeteries)
11E/049	Bible Hill Cemetery – access off of Beard Road
11P/185	Flat/Dascomb Cemetery – West Main Street
012/130	Preston Cemetery – Preston Street (access from Grimes Field)
012/146	Bear Hill Cemetery – Bear Hill Road
023/032	Hillsboro Bridge Cemetery – Church Street