In response to active interest from family members and friends seeking to install memorial benches, or other, in Falmouth’s many wonderful scenic and spiritual locations the Town has developed the following Memorial Bench Policy:

All bench requests for the SHINING SEA BIKE PATH must go directly to:

The Chairman  
Falmouth Bikeways Committee  
59 Town Hall Square  
Falmouth, MA 02540

LOCATIONS: The Parks Department Superintendent must approve bench locations (except for Shining Sea Bike Path) and final location may be subject to change depending on installation conditions.

REPLACEMENT: The Town will not be responsible for replacement of damaged or stolen benches. The Town reserves the right to remove deteriorated benches that are neglected.

MAINTENANCE: Flowers, vegetation, crosses, pictures & other are strictly prohibited on or near the bench site.

SPECIFICATIONS: Benches shall be: Bench 88PL, Recycled Plastic Park Bench (See Page 2)

All Benches will be bolted down on an installed steel reinforced concrete pad, minimum thickness 4”. Pad will extend 1’ beyond the outside edges of bench.

PLAQUE INSCRIPTION: Inscriptions on bench slats shall be kept to a minimum (up to two names per plaque)

EXAMPLE:  In memory of Jane Doe or  
In memory of Jane Doe and John Doe

EXAMPLE:  In loving memory of Jane Doe or  
In loving memory of Jane Doe and John Doe

Plaques for plastic slat benches shall be 3”x 8” brass and shall be centered on the top slat on the front or back of the bench. The same wording restriction applies as above. The plaque can be purchased from the same vendor as the bench.
PURCHASE OF BENCH AND PLAQUE: The specified bench and plaque are purchased from the bench supplier listed below: *(REMINDER: The bench location must be approved by the Park Superintendent prior to purchasing)*

M.E. O’Brien & Sons Company  
93 West Street  
P.O. Box 650 Medfield, MA 02052-0650  
Telephone: 508-359-4200  
Website: www.obrienandsons.com

CONTRACTOR INSTALLATION/RECOMMENDATION:

INSTALLATION: All benches shall be installed by an approved contractor. Any permitting associated with the installation of benches shall be conducted by the contractor. *Any fees associated with permitting shall be paid by the DONOR.*

APPLICATION FEE: The successful applicant will be required to pay a $50.00 fee to the Town of Falmouth upon completion of application.

RECOMMENDATION: The donor may choose a contractor of his/her choice, provided that they are qualified in forming concrete, and are insured to meet the Town’s minimum insurance standards.

Please note that there are qualified monument dealers in Town, that are familiar with the installation and ordering of our bench style. Also note that there may be other qualified contractors, and this does not imply that the Town of Falmouth is endorsing any one entity.

OTHER MEMORIAL OPTIONS:  
Please note that there are other opportunities for memorialization other than benches: Flagpoles, Light Posts, Water Bubblers, and Bleachers will also be considered at select locations.
MEMORIAL BENCH APPLICATION

Have you received a copy of the Town of Falmouth’s Memorial Bench Policy?  ☐ Yes  ☐ No

Your Name: _____________________________________________________________

Address: _______________________________________________________________

City/State/Zip: ___________________________________________________________

Phone No.: ______________________________________________________________

Proposed Location: ________________________________________________________

(Please be specific)

- Is this location along the Shining Sea Bike Path?  ☐ Yes  ☐ No
- If yes, your application must be sent to the Bikeways Committee:
  The Chairman, Falmouth Bikeways Committee, 59 Town Hall Square, Falmouth, MA 02540

Describe Proposed Inscription:

________________________________________________________________________

________________________________________________________________________

Are you aware of any permits required to site a bench at this location?  ☐ Yes  ☐ No
(Please review with the Conservation Commission)

Please allow 30-45 days from receipt of application notice of final review of your application.

DO NOT WRITE BELOW THIS LINE – PARKS DEPT./BIKEWAYS COMMITTEE USE ONLY

Comments: Superintendent of Parks

Permitting Required:  ☐ Yes  ☐ No

If yes, what permits?_______________________________________________________

I have reviewed the location proposed above and approve with comments above.

__________________________
Edwin Gomes, Superintendent of Parks

Comments: Bikeways Committee (If on Shining Sea Bike Path the following must be completed)

I have reviewed the location proposed above and approve with comments above.

__________________________
Chairman, Bikeways Committee