

# Mount Agamenticus Adopt- A- Trail Program

## Guidelines and Responsibilities

### Adoption Period

A trail or trail section must be adopted for a period of one year, renewed annually thereafter with the approval of the Conservation Coordinator. This agreement may be terminated at any time by the Adoptee or the Conservation Coordinator.

### Adopter Agreement

The Adopter Agreement Form is used to enroll volunteers who have attended a free, half day Trail Maintenance Orientation Session. The agreement form includes a list of trails and tasks that have been identified for the individual volunteer and provides clear direction on what is expected. Volunteers are assigned appropriate trail maintenance jobs suitable to their skills and interests. Duties range from routine litter pickup to restoration of a trailside natural area or rerouting a section of trail. The Adopter Agreement will act as written permission to conduct work on the Mount Agamenticus trail system. The agreement will list the site, all permitted duties, allowable equipment or techniques, any limitations on work and will be signed by both the adopter and the Conservation Coordinator. The adopter must also sign a liability waiver assuming responsibility for their safety and releasing the Mount Agamenticus Steering Committee from claims.

Additional adopter responsibilities include:

- Perform agreed upon tasks (a minimum of two visits a year).
- Assure that work is carried out in a sensible and safe way by all parties in work group.
- Submit a written Volunteer Report Form to the Conservation Coordinator after each work visit.
- Adhere to standards set forth in the Trail Maintenance Orientation Session.
- Perform all work to protect water quality, wildlife habitat, and sustainable recreation.
- Act in the spirit of partnership and as an ambassador to the Mount Agamenticus Conservation Program.
- Promote positive relations through public education and awareness.

### Advance Prep

Volunteers are asked to visit the adopted trail or trail section at least 2 times per year. Ideally, a trail will be *maintained* a minimum of 2 times annually (once in the spring and again in the fall), and will be *monitored* at least 2 more times annually (once in winter and again during the peak summer months). The more a volunteer can get out on their assigned trail, the better, especially after large weather events that may impact the trail. A volunteer can determine when to make these visits based on their own convenience. Volunteers are able to use their own non-motorized trail maintenance tools or, with prior notice, can sign out tools from the Conservation Coordinator. A Tool Loan Check-Out Form is used to track tools that have been loaned from the Mount Agamenticus Conservation Program. Volunteers may wish to check with the Conservation Coordinator prior to their trip to inquire about hunting seasons, the availability of tools for loan, or other activities that may be scheduled in the area. If litter will be picked up but not removed from the area during a visit, please separate anything that can be recycled or redeemed and make arrangements in advance with the Conservation Coordinator for litter drop off.

### Monitoring Trails (during winter and summer months and after strong storm events)

Trail inspections may include the following: observing the condition of trailhead parking lots, bulletin boards and trail signs; picking up litter and monitoring current trail conditions to plan work for next visit. Monitoring visits may also involve performing light routine maintenance such as keeping the trail surface clear of small limbs and other debris, pruning small limbs from the trail corridor, clearing debris from benches, bridges, rock stairs, and viewing structures, closing problem side trails, removing non-native plants (if qualified), surveying trail users, reporting problem spots, especially after storms, and reporting encroachments and dumping activity.

**Maintaining Trails** (during/after spring snow melt and after leaves have dropped in the fall)

Routine maintenance involves cleaning and repairing waterbars, dirt dips, drainage ditches, and knocking down side trail berms. The Conservation Coordinator will provide volunteers with information and instruction on maintaining specific trails to meet area management guidelines. This may include planting native trees and shrubs, paint blazing, repairing and/or installing signs, building or repairing rock staircases, crib walls and cairns, or other trail remediation projects such as trail relocation.

**Adopter Tips**

To keep your trail in the best possible condition for use and trail longevity, we request that you do the following:

- Make an initial trip in late spring to clean all drainages.
- Clear any overgrown brush off the trail before the busy visitor season begins.
- Make sure drainages are always clean, so as to prevent erosion and maintain the health of your trail.
- Be sure that the trail is well marked by freshening paint blazes (where appropriate) and maintain/build cairns when and where appropriate.
- Communicate any need for help to the Conservation Coordinator or Crew.

**Safety**

Volunteers should dress appropriately for trail work and use gloves, safety glasses and other protective gear when necessary. All work shall take place during daylight hours and be performed with safety in mind. Do not attempt any tasks you are not comfortable with. Volunteers are not permitted to use chainsaws or have motorized equipment on the trail. No work shall be done that has not been previously agreed upon with the Conservation Coordinator.

**Report**

The Volunteer Report Form is used to log maintenance trips and calculate volunteer hours. Area Managers will use this form to determine any additional action that needs to be taken to maintain or repair the trail or related facilities.

Please drop off or send a written report form to the Conservation Coordinator after each visit so that we may keep track of your efforts. Volunteers should notify the Conservation Coordinator if there is an erosion problem, trees down on the trail, missing or damaged signs, vandalism, or other issues that cannot be handled on the day of a trail visit. Report any suspicious or illegal activity but do not confront those engaged in such activity.

**Maintenance Standards**

Standards for maintenance of the assigned area or trail section will be detailed in the Trail Maintenance Orientation Session and in the Adopter Agreement. If agreed-upon standards are not being met, the coordinator will discuss the site with the adopter. If assistance is needed, it can be given in the form of supplementary volunteer work parties, staff support or advice. If the adopter wishes exclusive responsibility for the site but fails after discussion to maintain it to the agreed-upon standards, the Coordinator will terminate the agreement in writing.

If volunteers have questions or need more information on the requirements of volunteering contact the Conservation Coordinator: [rstanley@tnc.org](mailto:rstanley@tnc.org), (207) 361-1102, or 186 York Street, York, ME 03909