

## MATC Campsite Maintainer Tip Sheet

The purpose of this tip sheet is to help guide maintenance tasks during a campsite inspection. Please take pictures and notes (including dimensions) of any issues encountered. Email [campsite@matc.org](mailto:campsite@matc.org) for questions or more information. Also see the [Campsite Maintainer page](#) on the MATC Website.

### Tools to Bring

- Privy additive kit (see [tip sheet](#))
- Privy maintenance kit (see [tip sheet](#))
- Garbage bag
- Tape measure
- Camera
- \*Handsaw/loppers

### Tools to Keep on Site

- Shovel (non-wood handle)
- Rake (non-wood handle)
- Broom (non-wood handle) and dust pan
- Fire bucket
- Hiker register/notebook and pen
- Signs (as required- see tips within)

### **Work Trip Frequency**

- Spring (after snow melt) to check for over-winter damage.
- Summer/mid-season.
- Fall to clean site in preparation for winter.
- If the campsite has an accessible moldering privy, additional visits may be needed. See the [tip sheet](#).

### **General Site Maintenance**

- Water source- Monitor the water source for adequate volume.
- Signs- Present and in good condition. Required signs include:
  - Facility (wooden), typically includes distances to nearby campsites etc. ([Example](#))
  - Direction to water (wooden) [Example](#).
  - Direction to privy (wooden) [Example](#).
  - MATC information ([11x17-inch, vinyl](#)).
- Trash- Pack out all trash and abandoned gear.
- Soil- Check there is no significant soil exposure that could lead to erosion, or is caused by campers going outside of the campsite boundaries.
- Suspected Hazard Trees- Survey areas around the lean-to, tenting spots, privy, and water source for any suspected hazard trees.
- \*Trails- Maintenance of trails to and within the campsite are the responsibility of the nearby trail maintainer. However, communication and collaboration are encouraged, including to:
  - Clear blow downs (chainsaw can be used, if certified).
  - Clean water bars, especially in spring and fall.
  - Trim brush and branches so clearing is 4 ft. wide x 8 ft. tall.
  - Freshen blue blazes (2x6-inches) as needed.
  - Document erosion, drainage problems, or other issues.

### **ALL STRUCTURES**

- Roof- Check for breaks and leaks, popped up nails/screws.

- Walls and deck/floor:
  - Check for breaks or rot.
  - Check for signs of insect or rodent damage/infestation.
  - Sweep.
- Sills- Check for rot or ground creep.
- Overall structure- Is it level and sitting properly? Is it shifting?
- Vegetation- Remove any significant vegetation within 10 feet of any structure.
- Drainage- Clean out and make sure water drains away from all structures.
- Document graffiti.

### **Lean-To**

- *Perform all tasks listed in the “All Structures” section.*
- Wire rope (cables)- Check intact and snug.
- Sills- Rake leaves and soil away. The corner logs should sit on rocks, otherwise there should be **NO** contact with the ground!

### **Privy**

For details on how to maintain moldering privies, see the [maintenance tip sheet](#).

- *Perform all tasks listed in the “All Structures” section.*
- Door- Opens and closes with ease, hardware (latches, hasps) are functional.
- Ventilation- Check if it is adequate. Deodorant disks are available from MATC.
- Hardware cloth- Check that it is intact.
- Sign(s)- Appropriate sign for [pit](#) or [moldering](#) privy.
- Seat- Check it is functional. Clean as described in the [maintenance tip sheet](#).
- Capacity- Note remaining capacity. Privy additive available from MATC to speed decomp rates.

### **Tent Sites (Earth or Wooden)**

- Earth- Site surface- Check the site is inviting for use (smooth and level). Rake the surface.
- Wooden
  - Platform- Check for breaks/rot in floor.
  - Platform- Sweep surface.
  - Stringers- Check for rot, rake away leaves and excess soil.

### **Fire Pit**

- Remove ashes (scatter in the woods).
- Carry out litter.
- Remove any combustible material within 10 feet.

### **Unauthorized Campsites and Unauthorized Fire Pits**

By state law, each campsite has one fire pit, near the lean-to or main tenting area (if no lean-to).

- Break up unauthorized fire rings, scattering rocks away from the site with black sides hidden.
- Scatter ashes and damaged soil in the woods. Cover fire scar with fresh dirt, leaves and duff.
- Pack out all trash.
- Discourage further use by piling brush/dead trees through the site.

### **Work Trip Report**

Submit a work report for each trip [online](#), by e-mail, or by mail to the campsite coordinator ([campsite@matc.org](mailto:campsite@matc.org)). Include: date, campsite, maintainer name, volunteer names, hours worked and hours traveled by each individual volunteer, work accomplished, and photos (optional).