

APPENDIX C4.A. MAINE APPALACHIAN TRAIL CLUB TRAIL MAINTENANCE AGREEMENT

The Maine Appalachian Trail Club (MATC) hereby assigns and [volunteer] hereby accepts the responsibilities of a Trail Maintainer for the Appalachian National Scenic Trail in Maine between [starting point] and [ending point, including any assigned side trails], a distance of [mileage], effective [date of initial assignment]. The assignment includes any trails associated with campsites along the section.

A Trail Maintainer is expected to remove footpath obstructions, such as blowdowns, ingrowth, and other vegetation from the pathway, maintain paint blazes, repair rock cairns, clear and repair water bars, install signs, and remove trash and illegal fire rings from undesignated campsites. Work must be done according to the maintenance standards of the Appalachian Trail Conservancy. The Maintainer is required to submit a written report to his or her Overseer of all work done, within one week after the completion of each work trip. The report must include the date(s) and location(s) of the work, the name of the trip leader, the names of all workers, the total hours and miles expended by all workers in traveling to the work area, the total person-hours spent working on the Trail, and the work accomplished.

The MATC retains overall responsibility for the maintenance and management of this section of the Appalachian Trail. The Club will continue to oversee the Maintainer and will represent the Maintainer in all contacts and correspondence with landowners, public agencies, and the Appalachian Trail Conservancy. Trail location, the construction of bridges, and heavy footpath maintenance (such as rock work, bog bridges, ladders, and erosion control structures) are MATC functions, but some of this work may be done by the Maintainer, with the approval of his or her Overseer.

The MATC will offer support and training for the Maintainer and will provide all signs and man-made construction materials used on the Trail. Maintainers must comply with NPS/ATC requirements for chainsaw training and certification.

Trail Maintainers agree to inspect their assignments as early each spring after snowmelt as possible, and to report Trail conditions and plans for the season's work promptly to the District Overseer. The number of annual maintenance visits will depend on the work needed. Regular blowdown removal, waterbar cleaning, blazing, and brush clearing are critical. Needs for additional support for special work projects must be reviewed with the Overseer.

This Trail maintenance assignment is permanent so long as the terms of the agreement are met and the Maintainer remains a MATC member. The agreement may be terminated on request of the Maintainer, or by the District Overseer in case of unsatisfactory maintenance performance. The Maintainer may appeal termination by the Overseer to the Executive Committee of the Maine Appalachian Trail Club.

Signed _____ Signed _____
(Maintainer's address block) (District Overseer)

APPENDIX C4.B. MAINE APPALACHIAN TRAIL CLUB CAMPSITE MAINTENANCE AGREEMENT

The Maine Appalachian Trail Club (MATC) hereby assigns and [volunteer] hereby accepts the responsibilities of a Campsite Maintainer for the Appalachian National Scenic Trail facility in Maine that is known as the [name of the campsite/shelter], effective [date of initial assignment].

A Campsite Maintainer is expected to perform maintenance at the campsite and its structures (lean-to, privy, tent platforms etc.). A typical inspection should:

- Remove significant vegetation within 10 feet of any structure or campsite feature.
- Rake leaves and soil away from sills of campsite lean-tos, tent platforms, and privies.
- Monitor the water source for adequate volume.
- Ensure tools are available and functional.
- Verify required signs are present and in good condition.
- Clean the approved fire pit and remove unauthorized fire pits.
- Sweep out structures.
- Document leaks, breaks, rot, popped up nails, graffiti of all campsite structures.
- Inspect, clean, and maintain the privy.
- Remove all trash.
- Monitor suspected hazard trees (as directed by a Campsite Committee member).
- Maintain availability of a hiker register.
- Communicate with the nearby trail maintainer for needs on trails to and within the campsite related to removal of obstructions and ingrowth as well as maintenance of water bars and blazing. These activities are the responsibility of the nearby trail maintainer, but can be performed by the Campsite Maintainer with proper communication to the trail maintainer.

The Maintainer is required to submit a report to the Campsite Overseer and Trail District Overseer of all work done, within one week after the completion of each work trip. The report must include the date(s) and location(s) of the work, the name of the trip leader, the names of all workers, the total hours expended by all workers in traveling to the work area, the total person-hours spent working at the site, and the work accomplished. Campsite and Lean-To Assessment/Inspection forms as well as [Tip sheets](#) are available from the Campsite Overseer, the Trail District Overseer, or on the Club's webpage.

The MATC retains overall responsibility for the maintenance and management of this site on the Appalachian Trail. The Club will continue to oversee the work of the Maintainer and will represent the Maintainer in all contacts and correspondence with landowners, public agencies, and the Appalachian Trail Conservancy. Site location, the construction of campsites, lean-tos, sanitary facilities, and new fire areas are MATC functions, but some of this work may be done by the Maintainer, with the approval of the Campsite Overseer.

The MATC will offer support and training for the Maintainer and will provide all signs and man-made construction materials used for campsites and structures. Needs for additional support for special work projects must be reviewed with the Campsite Overseer.

Campsite maintainers agree to inspect their assignments as early each spring after

snowmelt is possible and to report conditions and plans for the season's work to the Campsite Overseer and/or Trail District Overseer. The number of annual maintenance visits will depend on the work needed. Regular visits are critical to maintaining good conditions at the campsite.

This Campsite maintenance assignment is permanent so long as the terms of the agreement are met and the Maintainer remains a MATC member. The agreement may be terminated on request of the Maintainer, or by the Campsite Overseer and/or Trail District Overseer in case of unsatisfactory maintenance performance. The Maintainer may appeal termination by the Overseer to the Executive Committee of the Maine Appalachian Trail Club.

Signed _____ Signed _____
(Maintainer's address block) (Campsite Overseer/Trail Overseer)

APPENDIX C4.C. MAINE APPALACHIAN TRAIL CLUB CORRIDOR MONITORING AGREEMENT

The Maine Appalachian Trail Club hereby assigns, and **[volunteer]** hereby accepts the responsibilities of a Corridor Monitor for the Appalachian Trail corridor lands **[description of land and total acreage and boundary monuments]**, effective **[date of initial assignment]**.

A Corridor Monitor is expected to visit his or her assignment at least once a year. During that visit, the Monitor will inspect the lands within each tract for evidence of trespass or other abuse. Exterior corridor boundaries (where they exist), including boundary line blazes, signs, and monuments should be inspected periodically. Tracts or portions of tracts that are found to be particularly vulnerable to abuse must be visited more frequently, according to a system of priorities established by the Monitor and the Overseer of Lands. The condition of corridor information signs and gates or other obstructions on roads that cross the corridor should be included in the inspection. Other problems that should be watched for include use by vehicles or riding/pack animals, the cutting of timber or other vegetation, vegetation damage from activities (such as burning or herbicide application) on adjacent lands, the dumping of garbage or litter, geocaching, planting of agricultural crops, violations of any special restrictions and terms of the deed, evidence of developments or activities on adjacent lands that could have an adverse impact on the Trail or that pose a potential threat to corridor lands, and evidence of damage to the property from natural causes, such as fire, insects, disease, or natural soil erosion.

Corridor monitors must report the findings of corridor inspections to the Overseer of Lands, in writing (paper or electronic), preferably within one week after each inspection visit. Serious problems should be reported as soon as possible. The inspection report should include a record of the property inspected, a statement of problems found, recommendations for action, the date(s) of the inspection, the name(s) of all volunteers involved in the effort, and separate records of the total number of person-hours spent in travel and in the field, as well as the number of person-miles traveled. This information may be reported according to the standard MATC work trip report format or as a simple narrative, so long as all of the required information is included.

This corridor monitoring assignment is permanent so long as the terms of the agreement are met and the Corridor Monitor remains a MATC member. The agreement may be terminated on request of the Monitor, or by the Overseer of Lands in case of unsatisfactory monitoring performance. The Monitor may appeal termination by the Overseer to the Executive Committee of the Maine Appalachian Trail Club.

Signed _____ Signed _____
(Monitor's address block) (Overseer of Lands)