

Town of Bay Roberts



ADOPT-A-SPOT AGREEMENT

Date: _____

To: Adopt-a-Spot Coordinator

In order to enhance the environment and the appearance of our community, the applicant(s) undersigned, request permission to Adopt-A-Spot at the following locations (address or boundary description)

Said work will be performed under and in accordance with the Town of Bay Roberts' terms attached hereto and incorporated hereto by reference.

Applicants with whom agreements are signed shall at all times indemnify and save harmless the Town of Bay Roberts, their officials or agents from responsibility, damage or liability arising from the exercise of the privileges granted under this agreement.

This agreement may be terminated by the Town of Bay Roberts at any time the applicant(s) do not comply with this agreement or at any time the applicant's work effort is considered unsafe. The Town reserves the right to revise or discontinue this program at any time.

Applicant(s) hereby assume all risk of damage or injury or resulting from the activities performed hereunder, and recognize that certain risks are inherent in litter pick up, especially in areas open to the public.

It is understood that the applicant is not an employee or volunteer of the Town while participating in the Adopt-A-Spot program. As such, the Town of Bay Roberts is not providing any worker's compensation insurance, general liability or automobile insurance or uninsured/underinsured insurance motorist coverage, for the acts or omissions of applicant while engaged in any activities arising out of or related to this Adopt-A-Spot agreement and program. It is further understood that the Town will not defend, hold harmless, or indemnify the applicant for any loss, injury, death, or damage arising out of or related to this Adopt-A-Spot agreement and program.

Adopting Group or Individual:

PRIMARY CONTACT NAME (print)

TITLE

SECONDARY CONTACT NAME (print)

SECONDARY PHONE NO.

PRIMARY SIGNATURE

PRIMARY PHONE NO.

ADDRESS

FAX NO.

Exact name and spelling to be on sign (print):

**FOR OFFICE USE ONLY
DO NOT PRINT BELOW THIS LINE**

The undersigned is the owner, agent, or government official or representative who has the legal authority to hereby give permission for the property location named in the aforesaid agreement to be involved in and designated in the Adopt-A-Spot program as administered by the Town.

Date: _____

Authorized Town Official

Title

Permission is hereby given to perform the work described, insofar as the Town of Bay Roberts has the right, power, and authority under this agreement:

Adopt-A-Spot Coordinator

Date

Adopt-A-Spot frequently asked questions:

1. What is an Adopt-A-Spot Program?

This program is aimed at reducing litter and beautifying open spaces in the Town that are unkempt. The Town of Bay Roberts encourages individuals, youth groups/organizations, schools, and businesses to Select a site in their area and maintain it.

2. What spots can be Beautified?

The Town of Bay Roberts has several sites identified that can be adopted. These are properties that are unkempt. Often it just means cleaning up the litter and monitoring for future clean-up or planting some flowers to beautify it.

3. How do I care for my spot?

KEEP IT SIMPLE!!! Try not to do a lot at first, as it may overwhelm you. It is supposed to be a fun and rewarding experience. You do not want to discourage your volunteers because of too much hard work.

The more volunteers the better, “Many hands make light work” . Start small by picking up the litter and debris. As you and/or group gets comfortable and familiar with what has to be done, then other things can be done, such as mowing the grass, weed and watering plants or grass when necessary.

The Town of Bay Roberts does not recommend that structures be built on site as it is not your property. Utilize the resources that you may have; perhaps someone has some plants/shrubs/trees they would like to donate. Please remember that all plans must first be approved by the committee before initiating.

Ad for Paper:

Does it matter if we adopt a site?

YOU BET IT DOES!!!!

When you or your group “Adopt A Spot”, you show people that you have spirit and pride; that you care about your Town. And hopefully that feeling will be passed on. Your community is not only more beautiful for its residents but to visitors and businesses, which makes it better for everyone!!

Adopt A Spot Program is:

- Open to any organization, business or individual looking to adopt an area within the Town of Bay Roberts for the purpose of litter abatement and beautification.
- The program provides groups the opportunity to support and show pride in the community.
- Groups must pledge to adopt an area for the minimum of one year. A sign will be placed at the designated spot throughout the adoption period. At the end of their contract, they will receive a special certificate of appreciation and may renew their agreement.

Adopt a Spot Guidelines:

1. Adopt a Spot volunteers must pledge to adopt a spot for a minimum of one year. An agreement must be signed by a representative of the group or organization.
2. All volunteers must sign a waiver holding the Town of Bay Roberts harmless from any claim from participation in the Adopt a Spot program. A parent signature is required on the waiver form for participants under the age of 18.
3. When selecting an area volunteers should consider the following: type of work required, task, frequency, physical demand of tasks, equipment needed to perform tasks and location of adopted area. Some areas may not be suitable for children.
4. Adopt a Spot partners must agree to a minimum of 3-4 clean ups per year. Some may warrant more frequent clean-ups.
5. Areas adopted by youth groups with persons under the age of 18 years of age will be required to have one adult chaperone for every 10 youths involved in the program.
6. A sign announcing the adoption of your spot will be placed and remain on your spot for the pledged adoption period.
7. Volunteers are expected to keep records of clean up dates, number and names of volunteers involved and how many bags of litter were collected. Adopting group must agree to take “before” and “after” pictures of cleanup projects and submit one of each at least during the 12 month period. Tracking of this information is important and allows us to measure the success of this program.
8. The Town of Bay Roberts reserves the right to revise these terms as needed. The adopting group or individual should receive copies of these program conditions, the signed agreement, and the safety tips.
9. All Adopt a Spot plans must first be approved by the committee before initiating.
10. Group leaders will review the “Cleanup Safety Guidelines” with all participants prior to each clean-up.

Adoptable Locations:

Parks, vacant lots, parking lots, walkways, streets, public grounds or other littered area

ADOPT – A – SPOT PROGRAM PROJECT SAFETY GUIDELINES

Below is a list of suggestions from the Town of Bay Roberts Neighborhood Improvement Team, Public Works, and Parks & Recreation Departments to help make your project experience a safe one! Have a safety meeting with your Team prior to your project event to review these safety do's and don'ts.



SAFETY Dos:

- Wear gloves and thick-soled, closed-toe shoes.
- Wear long pants and long sleeved shirts.
- Wear sunscreen and bug repellent. Wear a hat when appropriate.
- Dress appropriately for the weather.
- Drink plenty of fluids in extreme temperatures.
- Be aware of your surroundings and the potential hazards associated with them (passing cars, hazardous tree branches, etc.)
- Always sweep, rake or shovel glass. Never pick up sharp objects with your hands.
- When possible, stay on or work from the sidewalk. Never walk in the street.
- Request and use reflective vests when working in high traffic areas.
- Cross streets at signals or crosswalks.
- Use the “buddy system” work in teams of two or three to maximize safety.
- Watch your footing on slopes and shoreline and never allow children to work on steep slopes or near shorelines without adult supervision.
- Keep pre-moistened towelettes on hand.
- Wash hands antibacterial soap after the project, especially when dealing with trash pick-up
- Know emergency procedures, such as the location of the nearest emergency facility and how to quickly summon an ambulance or the police.

SAFETY DON'Ts:

- NEVER TOUCH NEEDLES!!!! Contact a Town's staff person to dispose of needles. Bring a flag marker with you to identify the location of any needle(s) that may be found.
- NEVER TOUCH HAZARDOUS WASTE!!! Hazardous waste includes toxins (like auto fluids, chemicals or paints) or medical waste. Contact your Team Leader or a Town staff person to report hazardous waste.
- Overstuff trash bags can rip, tear, or cause injuries.
- If an item is too large to move, report this information to your Town 786-2126 for pickup by Town's Staff.
- Conduct projects during extremely inclement weather.
- Conduct projects near or around construction sites.