

Eastern Trail Management District

P.O. Box 250

Saco, ME 04072

eta@eastertrail.org

Safety and Trail Maintenance

1. Before penetrating the ground for excavation or post-driving, et cetera, a call must be placed to Dig Safe at 1-888-344-7233 three business days prior to digging. (*Note:* The Maine Public Utilities Commission enforces this rule and may fine offenders up to \$5,000 per violation.) In addition to calling Dig Safe, Unutil (as owner of the corridor the Eastern Trail resides in) requires a separate call to be placed to them at the numbers listed below. Damaging the buried gas pipe could result in fatalities or permanent loss of access to the existing Eastern Trail and make expansion of the trail much more difficult. (Granite State Gas Transmission [GSGT] has annually invited the Eastern Trail Management District [ETMD] and Eastern Trail Alliance [ETA] to attend annual gas pipeline safety training, and ETMD urges maintenance personnel from member communities to attend.)
2. Reports of trail issues or maintenance needs typically come to the Eastern Trail office via email at info@eastertrail.org or phone 207-284-9260. The ET Director or Manager maintains a log of incoming maintenance needs or issues, immediately refers the matter to the local ETMD municipal rep and follows up in a week to make sure the matter has been rectified. If the matter requires any digging or trail closures, the ETMD Director then immediately contacts Unutil (contacts below) and advises the municipality to call dig safe.
3. Each section of the trail is bound to the requirements of a CoLocation Agreement executed between ETMD and GSGT/Unutil. These agreements set forth specific guidelines that Unutil requires be adhered to; please refer to the Agreement for your section of the trail prior to commencing with any maintenance or upgrade projects. The agreement for your municipality can be downloaded from the Operations and Maintenance section of <http://eastertrailmanagement.org/policies/>. In addition, before proceeding with any maintenance projects of any kind on the Eastern Trail, boundaries of the proposed area must be clearly marked with stakes with white paint or flags on the top portion, and calls placed to the following:

CONTACTS:

- **Unutil/GSGT**

please contact the following:

- a. Roger Barham
Sr Gas Engineer
603-294-5191 – work
603-944-2454 – cell

325 West St.
Portsmouth, NH 03801
- b. Brian Chaput

GSGT (Unitil) local rep
603-294-5196
chaputb@unitil.com

325 West St.
Portsmouth, NH 03801

In the event of an emergency: The first call will go to **Unitil Emergency** at **866-900-4460** followed by notification to those listed above.

- **Additional Contacts.** After contacting Unitil, please contact the following:
 - a. Eastern Trail Management (Carole Brush)
207-284-9260 – office
E-mail: eta@eastertrail.org
 - b. Public Works Department of the Municipality
 - c. Sanitary District and/or Water District of the Municipality

4. By participating in the development of a trail within its locale, each town understands and agrees to the terms of the safety and trail maintenance programs and requirements below:

Funding

The Town of _____ (town name) annually appropriates funding for the maintenance of roads, sidewalks, parks, and other publicly traveled and utilized ways and facilities. Funds for maintenance of the Eastern Trail within _____ (town name) will be appropriated within the budget established by the appropriate town departments.

Maintenance

Upon completion of off-road sections of trail, maintenance is transferred to the resident municipality via a Maintenance Plan which sets forth the municipality's intent to: (a) appropriate funding for the maintenance of the Eastern Trail; (b) conduct annual maintenance work throughout the year (see below); (c) respond to maintenance/monitoring needs.

A maintenance plan will involve annual maintenance work every spring and throughout the year as needed to ensure the trail is ready for each season. This work would include but not be limited to:

- Ongoing removal of all obstructions (e.g., trees, branches) throughout the year.
- Evaluation and response to erosion issues every spring to ensure the trail is ready for each season.
- Inspection of all culverts, bridges, and intersections in late fall and early spring of each year to ensure proper operation.

- The necessary brush-cutting along the entire trail within its borders. *Note:* Towns should be aware that there may be some environmentally sensitive areas that should not be disturbed during certain time periods (e.g., the Scarborough Marsh and Maine Audubon during bird nesting season from early spring to late summer or early fall).
- Continuous monitoring of the trail over the years will occur to ensure that the trail is kept in good condition.

Monitoring

The town anticipates that trail monitoring will occur by the Eastern Trail Management District and by regular and periodic users of the trail. When reports are received as to maintenance needs, the town will respond in a prompt and thorough manner to ensure a high level of maintenance and readiness of the Eastern Trail.