

Glocester Land Trust

Trail Inspection Policy



I. PURPOSE:

The Gloucester Land Trust (GLT) is dedicated to providing an enjoyable and safe trail system for all who visit GLT properties. Trail inspections shall be performed in accordance with the schedule contained in this document. GLT officials and/or GLT volunteers who have been properly trained in the inspection and documentation process shall preform such inspections. This document outlines inspection training, schedules, conditions and reporting process.

II. TRAINING

GLT Trustees and Volunteers who perform trail inspections will be required to attend an annual Trail Inspection training session, provided by the GLT.

Inspectors will be trained on:

- schedule of inspections
- all trail conditions to be checked
- reporting process, both online and hard copies

III. SCHEDULE

All trails must be inspected twice per calendar year, spring and fall, or as otherwise provided:

- Inspections on GLT properties on which hunting is PROHIBITED will be conducted once in each of the two periods below:
 - Spring: April 1st to May 30th
 - Fall: September 1st to October 31st
- Inspections on GLT properties on which hunting is PERMITTED will be conducted once in each of the two periods below:
 - Spring: April 1st to May 30th
 - Fall: August 1st to August 31st

Trails must be inspected after significant storms.

- The GLT Board of Trustees shall determine when a storm was significant enough to request performance of an emergency trail inspection. Said property may be closed by the GLT until a full trail inspection can be performed.

Trails must be inspected prior to third party events that are approved by the GLT

- Trails listed on an *event request application* will be inspected within one week prior to the event date

IV. REPORTING PROCESS

Inspectors shall complete a GLT Trail Inspection form and note all pertinent information.

Completed trail inspection reports will be submitted via:

- email (attached)
- online form on the GLT website
- hand-delivered to the GLT Trail Master or Chair.

If there are any deficiencies found during an inspection, the GLT Trail Master shall submit a *Work Order Request*, along with a copy of the trail inspection to the head of GLT Property Maintenance

Electronic and hard copies of trail inspection reports and work order requests shall be maintained by the GLT

V. CONDITIONS

Trail inspectors should be looking for any of the following conditions and note them on the trail inspection report.

General Trail Condition: Indicate whether the trail is wet, normal, dry, or frozen based on the season.

Blazes: Ensure blazes are the correct color and shape for the trail being inspected. Ensure there are enough blazes so that the trail can be followed easily by non-experienced hikers. Note the condition of the blazes and where improvements need to be made.

Trail Signs: Trail signs should be posted at the beginning, end, and intersections of other trails. Note the condition of the trail signs and whether more are needed.

General Drainage Conditions: Note any exceptionally wet areas on the trail that may need drainage attention.

Culverts: Note the condition of the culverts, if any, on the trail. Note whether they are blocked or free flowing.

Trail Width: Trails are to be at least 4 feet wide and are not to be encroached by vegetation etc. Note any location on the trail that needs widening.

Trail Height: Trails are to be a minimum of 8ft in height. Note the location on the trail of any low hanging branches that need removal.

Trail Tread Obstructions: Any hazards, such as roots, stumps, rocks, downed limbs, or significant vegetation that could inhibit safe hiking on the trail. Note location and description of any obstructions.

Dead Trees Adjacent to Trail: Any dead-standing tree that has the potential of falling and landing on or near a trail must be removed. Note the approximate location of any such dead-standing tree.

Bridge Condition: If a bridge exists on the trail, please indicate any deterioration or structural damage and note the bridge's overall condition.

Litter Rating: Indicate if there is no, some, or a lot of litter on the trail.

Trail Use: Indicate if the trail has a high, moderate, or low volume of use.

Please note any additional hazards or deteriorating trail conditions: Examples of other hazardous conditions may include, but are not limited to, bees' nests, open wells and downed branches.

Overall Trail Condition and Priority Condition Priority of Work:

Condition- Great
Good
Fair
Bad
Very Bad

Priority- Low- Needs little or no work
Low/Med- Needs some minor work later, stable for now
Medium- Needs some work soon to control moderate damage

Med/High- Needs abundant work now to repair or stop damage
High- Needs major work now to repair and stop serious damage