

**A RESOLUTION ACCEPTING THE RECOMMENDATION TO ESTABLISH AN
"ADOPT-A TOWN STREET" PROGRAM.**

Resolution No. 38/2001-02

WHEREAS, the Town of Carrboro recognizes the need and the desirability of litter-free and visually-improved streets; and

WHEREAS, the Adopt-A-Street Program has been established for community and civic organizations as well as for private businesses to contribute toward the effort of maintaining cleaner and more beautiful streets; and

WHEREAS, the volunteers are aware of the hazardous nature of the work which is to be performed and agrees to follow the safety requirements.

NOW THEREFORE, BE IT RESOLVED by the Carrboro Board of Aldermen, that the Aldermen consider the Administration's recommendation to establish an "Adopt-A- Town Street Program"

ADOPT A TOWN STREET
POLICY AND PROCEDURES

ATTACHMENT B

PURPOSE:

- To support the Public Works Department's litter abatement efforts by allowing an individual, group, or business to adopt a designated section of town maintained street right-of-way for a one year period to contribute toward the effort of maintaining cleaner and more beautiful streets.

PARTICIPATION IN THE ADOPT-A-TOWN STREET PROGRAM

- The adoption of a section of a town maintained street is a privilege in consideration for public service that may be granted by the Public Works Department to individuals and/or groups who would assist the Adopt-A Town Street Program in achieving its purpose;
- Only individuals and/or groups determined by the Public Works Department to be responsible and to exhibit in good faith the willingness and the capacity to perform the responsibilities of the Program will be allowed to adopt a town maintained street. The Public Works Department may refuse to grant a request to adopt a section of roadway if, in its opinion, granting the request would jeopardize the Program, be counterproductive to its purpose or create a hazard to the safety of the public.
- The Director of Public Works or his designee shall approve a written request of individuals and/or groups applying to participate in the program.
- Each individual participating in the Program shall execute a written release of the Public Works Department, the Town, its officials, employees and agents from any liability arising out of his/her participation in the Program. In the case of a minor, such release shall be executed by a parent or guardian. Physical participation in the Program shall constitute a waiver by the participant of any claim or cause of action of liability against the Town.
- Program participants are encouraged to recycle material collected from the adopted section when it is feasible to do so.

RESPONSIBILITIES OF THE PROGRAM PARTICIPANTS

Any individual and/or group participating in the Adopt-A-Street Program shall be subject to each of the following requirements and responsibilities:

- Appointing or selecting an authorized coordinator, when there will be more than one participant, to act on behalf of the group; the coordinator must be at least 21 years of age;
- Ensuring that individual participants have attended a safety meeting or viewed a safety video prior to participating in the clean up of an adopted section. Individual participants shall sign a statement acknowledging such attendance or viewing. No one under the age of 12 is allowed to participate in the clean up activities. Young children must not accompany participants to the cleanup site;
- Collecting of litter along the designated roadway shall be performed at least once per calendar quarter. Additional clean ups of the designated section shall be encouraged if needed to maintain a clean right-of-way. The first cleanup should be within 3 months of adoption; The clean up dates and times shall be coordinated with the Public Works Department.
- Recycling collected litter, whenever possible
- The Coordinator shall ensure that all participants have a clear understanding of the program and ensure that all guidelines, safety requirements and other terms and conditions established by the Public Works Department are followed;
- Furnishing of adequate supervision by one or more adults, 21 years of age or older, for groups which have participants between the ages of 12 and 17. Youth groups must have parental permission;
- Ensuring that attire that might divert the attention of motorists and bicyclists is not worn during clean up activities;
- Prohibiting participants from either possessing or consuming alcoholic beverages or other drugs during clean up activities;
- Ensuring that no signs, posters, or other display material that might distract motorists and bicyclists are brought to the adopted section by group members during or between clean ups; and
- Filing reports as prescribed by the Public Works Department.

RESPONSIBILITIES OF THE PUBLIC WORKS DEPARTMENT:

The responsibilities shall include the following:

- Maintaining and providing a list of potential streets for adoption;
- Working with an individual and/or group to determine the specific section of town right-of-way to be adopted;
- Providing a training session or safety video for viewing prior to clean up activities;
- Providing safety vests and a first aid kit;
- Providing two types of trash bags; one for general trash and one for recyclable materials (such as aluminum cans and glass bottles);
- Removing and disposing of filled trash bags and other large, heavy or bulky items which can be contained within a trash bag;
- **Absolutely NO signs , temporary or permanent to be displayed on the streets to be adopted.** Presenting certificates of appreciation at the end of one year;
- Monitoring to ensure the objectives of litter abatement are met; and
- Monitoring to evaluate the overall operation of the Program and to gauge its effectiveness.

GENERAL LIMITING CONDITIONS:

- Administrative, legislative and financial constraints subject the Adopt-A-Town Street to certain limitations;
- The Program may, at any time and for any reason, be modified in scope or altered in any other manner at the discretion of the Public Works Department;
- Requests to adopt a section of roadway shall be honored in the order received;
- The Public Works Department reserves the right to determine the designation of the section of right-of-way to be adopted. The Public Works Department will consider community sentiment in determining the designation of the section of right-of-way to be adopted;

MODIFICATION/RENEWAL/TERMINATION OF THE AGREEMENT

- The Adopt-A-Town Street agreement may be modified in scope or altered in any other manner at the discretion of the Public Works Department;
- Program participants shall have the option of renewing the agreement, subject to the approval of Director of Public Works and the continuation of the Program by the Public Works Department. Information concerning the Program participants is to be updated at the time of renewal;
- Program participants requesting renewal of the agreement, shall be given priority over another individual's and/or group's request to adopt the same section of roadway.
- Program participant's adherence to the responsibilities listed in the section entitled "Responsibilities of the Program Participants" of this Adopt-A-Town Street Policy and to the terms and considerations of the agreement shall be reviewed and evaluated when a request for renewal is received.

TERMINATION OF THE PROGRAM

- At the discretion of the Board of Aldermen the Adopt-A-Town Street Program may at any time and for any reason be terminated if the Program is not serving its intended purpose.

ADOPT-A-TOWN-STREET PROGRAM AGREEMENT

ATTACHMENT C

WHEREAS, the Town of Carrboro and _____
recognize the need and the desirability of litter-free and visually-improved streets; and

WHEREAS, the Adopt-A-Town-Street Program has been established for community and civic organizations as well as for private businesses to contribute toward the effort of maintaining cleaner and more beautiful streets; and

WHEREAS, the above named entity is aware of the hazardous nature of the work which is to be performed and agrees to follow the safety requirements listed on the back of this agreement.

THEREFORE, the Public Works Department of the Town Of Carrboro recognizes the above named entity as the adopting organization for

(name of street)

(from what point to what point)

FURTHERMORE, the above named entity volunteers to pick up litter at least one time per calendar quarter along the above designated section of street and promote a better environment in the community for a period of one (1) year beginning _____ 200____ and ending _____ 200____. The first clean up will occur within three (3) months of the date of approval.

This the _____ day of _____ 2001.

Authorized Signature
for Adopting Organization

Director of Public Works

SAFETY REQUIREMENTS FOR ADOPT-A-STREET

REMEMBER: YOU ARE WORKING IN A DANGEROUS ENVIRONMENT . . . A PUBLIC STREET

TO PROTECT YOURSELF AND OTHERS:

- Park all vehicles and bicycles clear of the roadway
- Keep the number of vehicles and bicycles to a minimum.
- A safety vest must be worn.
- Face oncoming traffic
- Provide supervision for youth groups (youth must be at least 12 years old and have parental permission to participate)
- Designate a supervisor for adults groups for safety
- Maintain a working group of 5 - 10 individuals
- Work during hours and days that are not peak travel times
- Stop work in inclement weather
- Avoid overexertion
- Do not remove hazardous substances
- Be alert for snakes
- Avoid contact with noxious weeds
- Stay well clear of any construction
- Do not enter the roadway
- Do not pick up trash off the street and medians
- Be especially alert at intersections

IN CASE OF EMERGENCY . . .

- Every crew should have a first aid kit provided by the Public Works Department
- Have transportation available

SUGGESTIONS:

- Filled trash bags should be left on the side of the street or bike path
- Wear light colored clothing
- Wear heavy gloves
- Wear leather shoes or boots
- Wear a hat and long sleeves

Please Print:

Street: _____

Coverage Point-to-Point: _____

Volunteer Contact Person: _____

Name of Organization or Business: _____

Address: _____

Telephone: () _____

ADOPT A TOWN STREET *AWARD*

Presented to:

*in appreciation of
dedicated service
in helping to make
Carrboro a more
beautiful place to live.*

Date



Chairman

*APPEARANCE COMMISSION
Carrboro, North Carolina*

Adopt-A-Town Street Program

The Town of Carrboro program is patterned after the Adopt-A-Highway Program. Participants include schools, non-profit organizations, clubs, businesses, and individuals.

Why Your Group/Business Should Adopt-A-Town-Street

By participating in the Adopt-A-Town Street Program and donating a few hours of time per year, you can help make Carrboro better and more beautiful. Your organization will receive recognition for this visible public service.

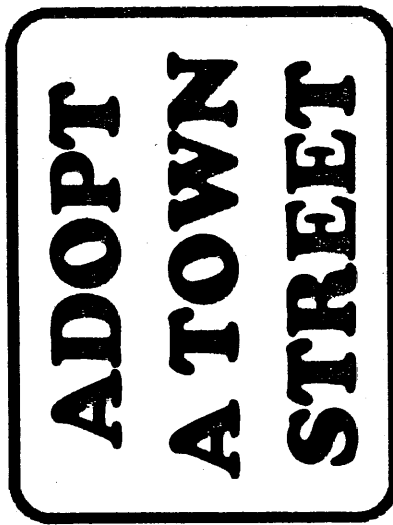
Contact

If you are interested in adopting a Town street, please call the Town of Carrboro's Public Works Department at 919-918-7426.

Thank you for your interest and efforts in keeping Carrboro clean and beautiful.

printed on recycled paper

The Town of Carrboro
Invites You To
Help Keep Carrboro
Clean and Beautiful...



YOUR ORGANIZATION

Town of Carrboro
301 West Main Street
Carrboro, NC 27510



coordinated by:
Town of Carrboro Appearance Commission
and Town of Carrboro
Public Works Department

ADOPT A TOWN STREET

How To Adopt-A-Town Street

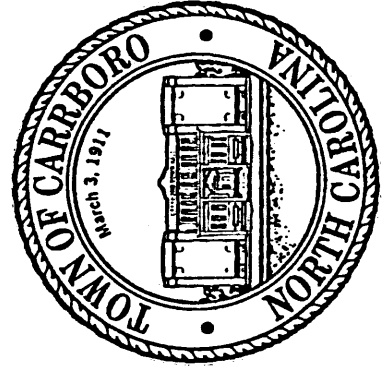
To adopt a Town street, your group or business agrees to pick up litter for two years along a mile of roadway within the Town of Carrboro.

What are your responsibilities?

- ...to pick up litter along your adopted roadway at least once per calendar quarter. You are encouraged to clean your street more often if needed.
- ...to make sure everyone in your organization has a clear understanding of the program and follows the safety procedures.
- ...everyone in your organization must see the Town's Adopt-A-Town Street video tape.
- ...choose an Adopt-A-Town Street coordinator who is at least 21 years of age.
- ...youth groups must have parental permission. For safety reasons, no one under the age of 12 is allowed to participate in the program. Young children must not accompany you to the street site.
- ...whenever possible, recycle collected litter.
- ...you are encouraged to obtain media coverage during your cleanup times.
- ...coordinate cleanup dates and times with the Town Public Works Dept. Your first cleanup should be within 3 months of adoption.

What The Town Provides

- ...the Town will maintain/provide a list of potential streets for adoption which can be supplemented by TOCAC (Town of Carrboro Appearance Commission) and adopting organizations.
- ...a certificate with your group's name will be presented by the Town to mark your adopted section of street if your organization adopts the street for a minimum period of 2 years.
- ...the Town and/or TOCAC will provide the training film before litter pickup begins.
- ...the Town will furnish safety vests (which you will be required to wear) and a first aid kit.
- ...the Town will provide two types of trash bags: one for general trash and one for recyclable materials (such as aluminum cans and bottles).
- ...filled trash bags will be collected and disposed of by the Town when notified of date and place by your coordinator.



Safety Precautions

- ...be sure to carpool when you travel to your section of the street. It is important to keep the number of cars at the site to a minimum and always park them clear of the roadway.
- ...wear your safety vest.
- ...face oncoming traffic.
- ...maintain a working group of 6 to 10 people.
- ...avoid work during hours and days that are peak travel times.
- ...stop work in inclement weather.
- ...avoid overexertion.
- ...do not remove hazardous substances.
- ...be alert for snakes.
- ...avoid contact with noxious weeds.
- ...do not pick up items on bridges, in tunnels, or on overpasses.
- ...stay clear of any construction.
- ...use extra caution near edge of curbing and intersections.
- ...other common sense safety tips should be followed. These include wearing light-colored clothing, heavy gloves, leather shoes or boots, as well as a hat and long sleeves.