

Attleboro Land Trust
Property Management - General Policies and Procedures
Approved by Board of Directors, March 17, 2014

(Suggested activities for Site Stewards are in italics.)

- I. Conservation of Properties
 - A. ALT properties should be maintained as much as possible in their natural state. The following activities are prohibited on ALT properties unless a specific exception is authorized by the ALT Property Management Committee as part of an approved property maintenance plan or project:
 - a. Removal of ground cover from paths by raking or other means. (This may encourage weed growth or erosion.)
 - b. Planting of seeds, bulbs, or plants of any kind. (The ALT may authorize plantings, but only in exceptional circumstances.)
 - c. Deposit of fill, compost, bark, mulch, or any organic matter on paths or elsewhere. (Such deposits may contain seeds of invasive or non-native species, among other issues.)
 - d. Construction or placement of any structure. Prohibited structures include deer blinds.
 - e. Placement of feed or bait for animals.
 - f. Use or application of fertilizers, pesticides, or herbicides.
- II. Responsibilities of the Property Management Committee
 - A. General Management
 - 1. Maintain records of the acquisition, history, management, and development of each property.
 - 2. Develop and maintain property management plans for each property.
 - 3. Maintain maps of each property, including trail maps for the public.
 - 4. *Conduct periodic site inspections of each property.*
 - a. Report any property management issues observed and make recommendations for resolution of these issues, including:
 - i. Maintenance and conservation of the property, including erosion control and insect infestations
 - ii. Management of visitors
 - iii. Violation of ALT regulations
 - 5. Do an annual boundary walk of each property between October and April, using boundary descriptions and maps maintained for this purpose. Identify boundary markers, clear around them, mark them for visibility. Note any encroachments from adjacent properties.
 - 6. Hold annual spring and fall clean-ups.
 - 7. *File site visit reports for each site inspection, boundary walk, clean-up, or other activity held on the property.*
 - B. People Management
 - 1. *Remove trash and litter on a regular basis.*
 - 2. *Promote compliance with ALT regulations (and support of ALT goals) by neighbors and visitors to the property.*
 - a. Hold events to bring neighbors together

- b. Encourage neighbors to become members
 - c. Conduct educational activities explaining ALT purpose, benefits of living near an ALT property, and benefits of land conservation
 - d. Send periodic mailings to neighbors
 - e. *Make informal contacts, word-of-mouth*
 - f. Set up a stewardship group for each property.
3. *Report any serious violations of ALT regulations to the ALT or the police according to policies **to be developed by the ALT.***
 4. Maintain original trail routes.
 - a. If visitors have created any shortcuts, attempt to "groom" the trail and "erase" the shortcuts by strategic arrangement of downed logs or branches.
 - b. *If a major new path has been cut without authorization, report it to the ALT immediately.*
 5. If there is an active problem with ATVs (all terrain vehicles) damaging a trail, it might seem logical to block their path with logs. However they might just go around the logs, creating more damage, so this tactic should be used with caution.
 6. Note any trail directional signs that are damaged or missing and help to repair or replace these signs according to standards **to be developed by the ALT.**
- C. Conservation and Wildlife Management
1. Maintain paths in keeping with policies of the land trust.
 - a. *Keep the paths clear by pruning shrubs and trees.*
 - b. Remove trees that have fallen across the path. (Or cut out a section to make the path passable.)
 - c. Trim or mow grass in designated paths/trails.
 2. For disposal of branches, leaves, and trimmings resulting from trail maintenance, follow the maintenance plan for the property. Guidelines will vary depending on site characteristics and conditions. Possible options may include:
 - a. Dispersing material at a distance from the trail so that it will decay naturally.
 - b. Forming brushpiles at designated locations to provide shelter for wildlife.
 - c. Using material for erosion control projects.
 - d. Transporting material to a municipal compost center or other site.
 - e. Chipping the material before transport.
 3. If cutting up a fallen tree, remove the cut logs, so that they are not used in unforeseen ways by unwelcome visitors, such as for firewood or to create a ring of seats around a campfire.
 4. Control and/or remove invasive plant species, including poison ivy, according to policies **to be developed by the ALT.** (The ALT will add a section on invasive species to our website to help with identification.)
 5. *Monitor and record changing water table levels and recommend boardwalk crossings where existing trails become impassable for significant portions of the year.*
 6. *Promote the scientific and educational use of the property by helping create and maintain species inventories for each property:*
 - a. *Taking pictures of animals and plants sighted*
 - b. *Noting when sightings occurred*