

What You Should Look For When Reporting

Brief Description of Inspection and Work Done:

- Which trails you walked
- What infrastructure/parking lots you checked for damage
- Any minor trail clearing/ maintenance you performed

Any Violations or Concerns?

- **Look at signage**
 - Is anything missing or stolen?
 - Are maps updated and useful?
 - Are materials faded in the sun?
 - Is anything broken or vandalized? Does it need to be replaced?
 - **Pictures are appreciated**
- **Look for litter**
 - Containers, wrappers, bottles, etc. on trail-side?
 - Are people dumping lawn waste on town land?
 - Furniture, appliances, or large equipment being dumped?
 - Are people leaving behind pet waste?
 - Make notes of what the issues are and take pictures
- **ATV use? Or other vehicles**
 - What date and time? Color of vehicles? How many?
- **Other illegal activities? Fire pit, vandalism, etc. (alert the Town)**
- **Hunting? Deer stands, etc. (alert the Town)**
- **Trees down, or hanging over trail (alert the Town)**

Any Potential Future Projects?

- **Needed trailwork?**
 - Encroaching brambles or invasive plants
 - Poison ivy
 - Rough/overgrown trails
 - Boardwalk/ bench repair
 - Boardwalk/ bench construction
 - Etc.