

Town of Kernersville

Adopt -A- Street



CONTACT INFORMATION

Town of Kernersville
134 East Mountain Street
PO Box 728
Kernersville, North Carolina 27284
336-992-0404 or 336-992-0305 (voice)
336-996-4822 (fax)
e-mail: KHooker@toknc.com
web site: www.toknc.com

THE PROGRAM

The purpose of the Town of Kernersville's Adopt-A-Street Program is to encourage community residents and organizations to adopt residential blocks of streets within the town that are not maintained by the North Carolina Department of Transportation and to keep them litter-free. The adopted areas are to be cleaned at least once quarterly in an effort to maintain a healthy environment and to produce feelings of pride in our town.

Each adopted section of street is a minimum of one quarter of a mile (1320 feet) or a street length. Volunteer groups sign contracts with the Town agreeing to remove litter from their adopted stretch of street a recommended minimum of four times each year (once every three months).

Upon request, the Town of Kernersville will post a sign at each end of the adopted section with a group's or individual's name to show its participation in the program. Town will provide training, safety vests, trash bags, and gloves. The Town will also arrange for streetside pickup.

The adopted street initially is contracted for four years. A group or individual may keep its adopted section of street indefinitely if the contract is renewed at the end of each four year period. Individuals who move are requested to notify the Town within ninety days of moving.

Who Should Adopt?

Many types of groups may participate in the Adopt-A-Street Program, including school, civic, scout, business, professional, religious and social groups. Some sections of street may be adopted by individuals or families.

The Town Clerk or designee shall approve applications of individuals or groups applying to participate in the program. Only individuals or groups determined by the Town 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 street. Kernersville reserves the right to refuse any group or individual adopting a section of street when the adoption may create a safety hazard for the public, jeopardize the Adopt-A-Street program or be counter-productive to its purpose.

How Does It Work?

Safety

Before collecting litter for the first time, all volunteers must receive adequate safety training. A safety video provided by the North Carolina Department of Transportation will be available for each individual or group member to review before participating in the program. Kernersville has established the following rules to help ensure the safety of everyone participating in the Adopt-A-Street Program:

Age restrictions: Volunteers must be at least 12 years of age. Those between the ages of 12 and 17 must be supervised adequately by adults who are 21 years of age or older.

Proper clothing and equipment: During cleanups, all volunteers must wear appropriate safety vests and heavy work gloves provided by the Town. Volunteers should also wear substantial shoes or boots and brightly colored clothing that cover the arms and legs. Volunteers never should wear or bring along items that could distract motorists or impair a driver's or volunteer's vision or hearing.

Safety procedures: Volunteers must work facing oncoming traffic, keep off the roadway and stay at least five feet from the edge of the street surface. Litter pickup sessions should be scheduled for daylight hours and discontinued during inclement weather. Volunteers should avoid overexertion, watch their footings and stay clear of mowing, construction and maintenance work. Watch for snakes, stinging insects and poisonous plants. To avoid injuries from broken and jagged objects, trash bags should not be overfilled or compacted.

Hazardous objects: Volunteers never should pick up discarded syringes, needles or other hazardous objects. When these items are encountered, contact the Town Adopt-A-Street coordinator who will arrange for safe collection of these hazardous items.

Parking: Vehicles must be parked clear of the roadway and on the same side of the street where volunteers are working. Whenever possible, group members should carpool to the cleanup site to reduce the number of vehicles parked along the street.

Recycling: Town of Kernersville strongly encourages Adopt-A-Street volunteers to recycle trash collected during cleanups. Information about how, what and where to recycle can be obtained from the Town coordinator. Different colored bags will be provided for recyclable materials and can be left on the side of the street under the same guidelines as for all other items.

Participation in the Program

General

Each person participating in the program shall execute a written release of the Town, its officials, employees, and agents from any liability arising out of his or her participation in the program. In the case of a minor, such release shall be executed by a parent or a 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.

Agreement

Any individual or group desiring to participate in the Adopt-A-Street Program shall submit an agreement to the Town Clerk. The agreement shall be in the form prescribed by the Town and shall contain at a minimum the following information:

- (1) The street or portion of street to be adopted, as nearly as it can be described;
- (2) The dates of requested adoption;
- (3) The approximate number of people in the group who will be participating in each cleanup;
- (4) The name, telephone number, complete street address of the authorized representative for the group and all members of the group who will actually participate in the program;
- (5) An acknowledgement by the individual or group of the hazardous nature of the work involved by participating in the program;
- (6) An acknowledgement that the members of the group agree jointly to be bound by and comply with the terms and conditions set forth in the agreement and
- (7) The signatures of the Town Clerk, or designee, and the authorized representative of the program participant(s).

Responsibilities

Participants

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

- (1) Appointing or selecting an authorized representative to act on behalf of the group;
- (2) Ensuring that each person participating in the program attends a safety meeting and signs a statement acknowledging that they have attended the safety meeting and viewed the Town's safety video (supplied by the North Carolina Department of Transportation) before participating in the cleanup of the adopted street or section;
- (3) Picking up litter a minimum of four times a year or more often, if desired, to maintain clean rights-of-way;
- (4) Ensuring that each individual participant of the group wears a Town approved safety vest or shirt during the pickup;
- (5) Ensuring that each individual participant of the group wear clothing that will not impair vision or movement during the pickup;

- (6) Ensuring that attire that might divert the attention of motorists is not worn during clean up activities;
- (7) Furnishing adequate supervision by one or more adults 21 years of age or older for groups which have participants 12-17 years of age;
- (8) Ensuring that no one under the age of 12 is allowed to participate in the clean up activities;
- (9) Prohibiting participants from either possessing or consuming alcoholic beverages or other drugs during cleanup activities;
- (10) Ensuring that no signs, posters, or other display material that might distract motorists are brought to the adopted section by group members during or between cleanups;
- (11) Filing after-action reports as prescribed by the Town; and
- (12) Ensuring that all provisions of the agreement are fully performed.

Town of Kernersville

The Town’s participation in the program will include the following:

- (1) Working with the group to determine the specific section of town street right-of-way to be adopted;
- (2) Providing safety vests, trash bags, gloves and safety information;
- (3) Providing recognition with the group’s name or acronym of their contribution;
- (4) Removing filled trash bags;
- (5) Removing litter from the adopted section under unusual circumstances, i.e., large, heavy or hazardous items;
- (6) Monitoring to ensure the objectives of litter abatement are being met; and
- (7) Monitoring to evaluate the overall operation of the program and to gauge its effectiveness.

General Limiting Conditions

- ☺ All public streets within the town and not under the control of the North Carolina Department of Transportation (NCDOT) are eligible for adoption.
- ☺ If any of the program’s actions are determined to be contrary to any statutory restrictions, or any restrictions on the use of appropriated funds for political activities, the Town may take any necessary remedial action, including, but not limited to, the removal of the erected signs displaying the program participant’s name or acronym or the termination of the adoption agreement.
- ☺ Names, titles or words placed on Adopt-A-Street signs shall be approved by the town’s administration.

Modification/Renewal/Termination of the Agreement

Modification: The Adopt-A-Street agreement may be modified in scope or altered in any other

manner at the discretion of the Town.

Renewal: Program participants shall have the option of renewing the agreement, subject to the approval of the Town. Information concerning program participants is to be updated at the time of renewal.

Termination: The Town may terminate the agreement or remove the Adopt-A-Street signs bearing the program participant's name or acronym if it finds and determines that the participant is not meeting the terms and considerations of the agreement, that the participant is acting contrary to the rules of the program, that the adoption is proving to be counterproductive to the program's purpose, that undesirable results such as increased litter, vandalism or sign theft, are resulting from the adoption, that program participants have engaged in irresponsible conduct at the adopted section which would bring discredit upon the Town, or that other good cause exists to terminate the agreement or remove the Adopt-A-Street sign.

ADOPT-A-STREET PROGRAM AGREEMENT

The Town of Kernersville and _____
(Name of business, organization or individual) recognize the need for *and* desirability of litter-free and visually-improved streets.

The Adopt-A-Street program has been established so that community organizations, private businesses and individuals may contribute toward the effort of maintaining cleaner and more beautiful streets.

As indicated by their signatures on this agreement, the individual participants of the above named entity are aware of the nature of the work which is to be performed and have agreed to follow the rules, policies, safety guidelines and instructions. If the above-named entity contracts with any other group to clean the entity's adopted section of street ("a contract service"), the contract group agrees that it is aware of the nature of the work which is to be performed and agrees to follow the Town's rules, policies, safety guidelines and instructions. The individual participants agree not to hold the Town responsible for any injuries they, their employees or their agents may suffer or damages that they, their employees, or their agents may cause or suffer as a result of participation in the program and have agreed that signs bearing the group's name shall be installed solely at the discretion of the town.

The Town of Kernersville recognizes the above-named entity as the adopting organization for:

Street Name Street Description (from what point to what point)

The above-named entity volunteers to pick up litter **once every three months** (or more if desired) for four years along its section of street and promote a better environment in the community. This agreement shall be valid for four years beginning _____, 20____ and ending _____, 20____. The entity may cancel this agreement upon 30 days written notice to the Town of Kernersville.

Section Below To Be Completed By Adopting Group Adopting Group Contact Persons:

Date: _____

_____ **Yes, we will recycle** _____ **No, we will NOT recycle**

Print Name: _____ **Primary Group Contact Person**

Signature: _____

Mailing Address

Physical Address

City **State** **Zip**

Home Phone: (_____) _____ Work Phone: (_____) _____

Fax Number: () _____ Email: _____

Print Name: _____ Secondary Group Contact Person

Signature: _____

Mailing Address

Physical Address

City

State

Zip

Home Phone: () _____ Work Phone: () _____

Fax Number: () _____ Email: _____

Note: For all student groups, one contact person must be group's school advisor.

ADOPT-A-STREET PROGRAM RENEWAL AGREEMENT

The Town of Kernersville and _____
(Name of business, organization or individual) recognize the need for *and* desirability of litter-free and visually-improved streets.

The Adopt-A-Street program has been established so that community organizations, private businesses and individuals may contribute toward the effort of maintaining cleaner and more beautiful streets.

As indicated by their signatures on this agreement, the individual participants of the above named entity are aware of the nature of the work which is to be performed and have agreed to follow the rules, policies, safety guidelines and instructions. If the above-named entity contracts with a any other group to clean the entity's adopted section of street ("a contract service"), the contract group agrees that it is aware of the nature of the work which is to be performed and agrees to follow the Town's rules, policies, safety guidelines and instructions. The individual participants agree not to hold the Town responsible for any injuries they, their employees or their agents may suffer or damages that they, their employees, or their agents may cause or suffer as a result of participation in the program and have agreed that signs bearing the group's name shall be installed solely at the discretion of the town.

The Town of Kernersville recognizes the above-named entity as the adopting organization for:

Street Name

Street Description (from what point to what point)

The above-named entity volunteers to pick up litter **once every three months** (or more if desired) for three years along its section of street and promote a better environment in the community. This agreement shall be valid for three years beginning _____, 20____ and ending _____, 20____. The entity may cancel this agreement upon 30 days written notice to the Town of Kernersville.

Section Below To Be Completed By Adopting Group Adopting Group Contact Persons:

Date: _____

_____ Yes, we will recycle

_____ No, we will NOT recycle

Print Name: _____ Primary Group Contact Person

Signature: _____

Mailing Address

Physical Address

City

State

Zip

Home Phone: () _____ Work Phone: () _____
Fax Number: () _____ Email: _____

Print Name: _____ Secondary Group Contact Person

Signature: _____

Mailing Address

Physical Address

City State Zip

Home Phone: () _____ Work Phone: () _____
Fax Number: () _____ Email: _____

Note: For all student groups, one contact person must be group's school advisor.

Signatory Instructions

- 1. Signatures of individual group members participating in one or more litter pickups are required in the spaces provided below. No person may sign for another person.**
- 2. A parent/guardian is required to sign for a volunteer under 18 years of age. An Adopt-A-Street Program Youth Participation Release Form which must be signed by a parent/guardian to authorize a youth's participation in the program is available.**

Adopting Group Signatures

The following persons will participate in one or more litter pickups. By their signatures they agree to abide by the Town's rules, policies, safety guidelines and instructions and not to hold the Town responsible for any injuries they may suffer or damages that they may cause or suffer as a result of participation in the **Adopt-A-Street** program.

_____ Print Name	_____ Signature	_____ Date

Print Name	Signature	Date
_____ Print Name	_____ Signature	_____ Date

TOWN OF KERNERSVILLE ADOPT-A-STREET PROGRAM

YOUTH PARTICIPATION RELEASE FORM

As the parent/guardian of the minor child named below between the ages of twelve through seventeen, I hereby give permission for him/her to participate in one or more **Adopt-A-Street** streetside cleanups. By my signature, I release the Town of Kernersville from any liability or responsibility for any injuries or damages he/she may cause or suffer as a result of participation in the **Adopt-A-Street** Program.

Print Name of Parent/Guardian

Signature

Address

City

State

Zip

Print Name of Minor Child

Address of Minor Child if Different

City

State

Zip

Daytime Telephone Number

Evening Telephone Number

Date

TOWN OF KERNERSVILLE ADOPT-A-STREET PROGRAM
SAFETY RULES AND GUIDELINES FOR VOLUNTEERS

ALL VOLUNTEERS MUST:

- view North Carolina Adopt-A-Street
- wear an orange safety vest
- park all vehicles clear of the street and on the same side of the street where volunteers are working
- be 12 years of age to participate in a cleanup
- furnish adequate supervision by one or more adults 21 years of age or older for groups that have participants 12-17 years of age
- pick up litter only during daylight hours
- not pick up trash on the street surface and shall stay off the street at least 5 feet from the pavement edge
- obey all safety rules and guidelines
- arrange a safety meeting for all participants prior to each cleanup and review *Safety Rules and Guidelines for Volunteers* and *Safety Procedures*

Volunteers Must Not:

- use or possess illegal drugs or alcohol during a cleanup
- pick up trash on bridges, on overpasses or in tunnels
- pick up trash on a median
- pick up what appears to be hazardous material (notify your Town Coordinator if you encounter hazardous objects or holes, guy wires and other hidden obstacles in the ground) or attempt to squeeze bags to make room for more trash since injuries from broken or jagged objects can result from this practice

In Case of Emergency:

- have an adequate first-aid kit immediately available
- select an emergency room/hospital and know the route from the work area to the designated place of treatment facility
- have transportation immediately available

For the Safety of Town Pick Up Crews:

Place the bags at least 3 feet from the edge of the street or the back of the curb, whichever is greater, to make the job of collecting bags easier and safer for employees.

Town of Kernersville Adopt-A-Street Program
Safety Procedures
LITTER PICKUP FOR ADOPT-A-STREET VOLUNTEERS

Safety Checklist

Moving Traffic	Poisonous Plants/Insects/Snakes
Overcrowding of Workers	Animals
Unknown/Unlabeled Substances	Slip, Trip or Fall
Hidden/Sharp or Broken Objects	

1. Review safety rules and guidelines including appropriate dress and other pre-pickup checks.
2. Park in areas that: provide safe entrance to and exit from the pickup area; do not create potential conflicts with other vehicles and equipment operating near the work area; and provide maximum protection for workers getting in and out of the vehicles.
3. Wear appropriate personal protective clothing.
4. Take extra precautions to prevent heat and cold stress when working in extremely hot or cold temperatures.
5. Be aware of poisonous plants, insects, snakes, animals and animal waste products and carcasses. It is a good practice to wear long-sleeve shirts, gloves and high-top boots to protect against unforeseen hazards.
6. Be aware of routes for medical care in case of emergency. It is a good practice to face oncoming traffic while on foot.
7. Be aware of loose material, tripping hazards, uneven ground and other obstructions and be cautious of picking up in areas where footing is obscured.
8. Allow ample space for each person to work safely.
9. Place tools in safe position so that sharp points are not exposed.
10. Be aware of hidden obstructions that may have sharp edges and broken glass, especially in grassy areas.
11. Be aware of hazardous materials and objects and notify town authorities.
12. Use caution when handling trash bags containing broken or sharp objects.
13. Place trash bags where they can be easily retrieved and well clear of street

- traffic.
14. If you dispose of your group's litter-filled bags, use proper lifting techniques when loading trash bags.

APPENDIX A

DEFINITIONS

- (1) “**Adoption**” shall mean the agreement by an individual or group to pick up litter and trash from a specific section of street right-of-way on town maintained streets.
- (2) “**Adopt-A-Street Program**” shall mean the public participation program of the Town of Kernersville designed to assist in the control and reduction of litter on town maintained street rights-of-way.
- (3) “**Adopted Section**” shall mean the portion of town maintained right-of-way approved for adoption by volunteers.
- (4) “**Authorized Representative**” shall mean, in case of adoption by a group, the group member(s) acting on behalf of the group for the purpose of adopting a section of street.
- (5) “**Program**” shall mean the Adopt-A-Street Program of the Town of Kernersville.
- (6) “**Program Participants**” shall mean the individuals or groups who have adopted sections of street(s).