

## ADOPT-A-ROAD PROGRAM AGREEMENT

THIS AGREEMENT, made this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_,  
between the COUNTY OF MIDDLESEX, DEPARTMENT OF PLANNING, DIVISION OF SOLID WASTE  
MANAGEMENT, hereinafter call the DEPARTMENT,  
and \_\_\_\_\_ (Name of Group) with its/their address  
at \_\_\_\_\_ hereinafter called the APPLICANT.

### BACKGROUND

A. In order to rid County roadways of litter and to improve the environment the DEPARTMENT has established an anti-litter program known as "Adopt-A-Road" (the Program), in which non-profit groups adopt a section of a County roadway, in order to pickup litter.

B. The APPLICANT desires to participate in the DEPARTMENT'S Adopt-A-Road Program and the DEPARTMENT agrees to provide certain materials and information to the APPLICANT.

NOW, THEREFORE, in consideration of the mutual benefits to be received by the DEPARTMENT and the APPLICANT from participation in the Program, the parties agree to the following:

1. The above recitals are incorporated into the body of this Agreement.
2. Subject to the conditions set forth below and in attached exhibits, the APPLICANT adopts a section of a County roadway as set forth in Exhibit A which is attached to and made a part of this Agreement (the Site), beginning \_\_\_\_\_, 20 \_\_\_\_\_, subject to the DEPARTMENT'S rights of termination.
3. The DEPARTMENT will provide sufficient cleanup supplies for use by the APPLICANT, see Attachment B.
4. (A) The APPLICANT will conduct litter pickup at the Site as set forth in Exhibit A, a minimum of two (2) times prior to December 31<sup>st</sup> of the year of this Agreement, or such other time(s) as mutually agreed upon by the DEPARTMENT and the APPLICANT. All activities should be conducted between 9:00 a.m. and 4:00 p.m.
5. Prior to the start of the Program, the APPLICANT shall conduct at least one safety orientation session with its participants to review, at a minimum, safety and other guideline materials supplied by the DEPARTMENT. Safety materials provided by the DEPARTMENT must be reviewed by every person who will participate in the litter pickup. No participant may be involved in the litter pickup unless he/she has attended at least one safety orientation session conducted by the APPLICANT and has signed a release, a copy of which is attached as Exhibit B and made a part of this Agreement.
6. The APPLICANT agrees to comply with all provisions of the Adopt-A-Road policy of the County set forth in Attachment A and made a part of this Agreement.
7. The APPLICANT agrees to read and comply with Attachment B, Safety Recommendations/Requirements which is attached hereto and made a part of this Agreement.

8. One (1) week prior to the first scheduled cleanup, the APPLICANT shall arrange to pick up a set of supplies including sufficient gloves, safety supplies and plastic trash bags from the DEPARTMENT. The APPLICANT shall request additional cleanup equipment from the DEPARTMENT, if necessary.

9. The DEPARTMENT will arrange for the recycling and/or disposal of all collected litter.

10. The APPLICANT shall not use or display any business logo or commercial advertising at the roadway cleanup site.

11. The APPLICANT shall submit a list of participants with signatures within two (2) weeks after each litter pick up. Two (2) weeks after the second litter pick up the APPLICANT is to return the vests to the DEPARTMENT for cleaning for the next program year.

12. The APPLICANT shall indemnify, save harmless and, if requested defend the County of Middlesex, DEPARTMENT, any officers and employees from and against all claims, suits, or actions, for injury, death or property damage whether just or unjust, fraudulent or not, arising out of or alleged to arise out of the performance of cleanup activities, whether negligent or not, under this Agreement, and for all costs and expenses incurred by the County in the defense, settlement or satisfaction of any such claims, including attorney's fees and costs of suit. Further, the APPLICANT shall name the County as an additional insured on any liability policies providing coverage for litter pickup performed pursuant to this Agreement.

13. The APPLICANT shall provide the County with a certificate of general liability insurance as proof of liability insurance relative to activity performed pursuant to the Adopt-A-Road Program. The certificate of insurance shall also identify the County of Middlesex as an additional insured.

14. The DEPARTMENT shall have the right at its sole discretion and at its convenience to terminate the Agreement at any time by providing written notice to the APPLICANT.

15. The APPLICANT shall, at no cost to the DEPARTMENT, be responsible for repair of, or compensation for, any damage to any real or personal property caused by the APPLICANT, whether publicly or privately owned.

16. Any notice to or communication with the DEPARTMENT by the APPLICANT shall be with the Adopt-A-Road Program Coordinator. Any notice to or communication with the APPLICANT shall be to the authorized signatory of this Agreement at the address above shown.

17. The APPLICANT, by entering into this Agreement, certifies that it is not affiliated, either directly or indirectly with any political party, elected official or candidate for public office.

18. The APPLICANT has been provided with DEPARTMENT criteria for eligibility to participate in the Program and, by signing this Agreement, certifies that it meets all such criteria.

19. The Agreement constitutes the entire understanding between the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement, effective on the date listed on page one.

\_\_\_\_\_  
**FREEHOLDER DIRECTOR**

\_\_\_\_\_  
APPLICANT SIGNATURE

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
Title:

ATTEST

ATTEST

\_\_\_\_\_  
**(SEAL) MARGARET E. PEMBERTON**  
**CLERK OF THE BOARD**

BY \_\_\_\_\_  
(SEAL) Title:

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**FREEHOLDER DIRECTOR**

\_\_\_\_\_  
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\_\_\_\_\_  
APPLICANT SIGNATURE

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PRINT NAME

\_\_\_\_\_  
Title:

ATTEST

ATTEST

\_\_\_\_\_  
**(SEAL) MARGARET E. PEMBERTON  
CLERK OF THE BOARD**

BY \_\_\_\_\_  
(SEAL) Title:

**EXHIBIT A**

NAME OF ORGANIZATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

NUMBER OF MEMBERS: \_\_\_\_\_

LOCATION OF PROPOSED CLEANUP SITE MUNICIPALITY: \_\_\_\_\_

ROADWAY (WITH COUNTY ROAD NUMBER): \_\_\_\_\_

**Please note: The road adopted must be a County road. If you do not request a road, a local County road will be assigned to you.**

DESCRIPTION OF AREA UPON WHICH CLEANUP ACTIVITY IS TO TAKE PLACE:

\_\_\_\_\_

\_\_\_\_\_

EXCLUSIONS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

CONSOLIDATION POINT FOR BAGS: \_\_\_\_\_

\_\_\_\_\_

How would you describe your organization?

Church Group

Civic Group

Boy Scout/Girl Scout

Other: \_\_\_\_\_

Youth Athletics

School/PTA

Environmental Organization

**PLEASE ENCLOSE THE DATES FOR YOUR CLEANUPS ON THE LINES PROVIDED BELOW**

FIRST DATE: \_\_\_\_\_

RAIN DATE: \_\_\_\_\_

SECOND DATE: \_\_\_\_\_

RAIN DATE: \_\_\_\_\_

APPROXIMATE NUMBER OF CLEANUP SUPPLIES NEEDED:

GLOVES \_\_\_\_\_ VESTS \_\_\_\_\_ BAGS \_\_\_\_\_

(If needed, Groups can also receive a First Aid Kit)



ATTACHMENT A  
ADOPT-A-ROAD POLICY

STATEMENT OF POLICY:

It is the position of the County of Middlesex that an ongoing effort is required to ensure that the roads within the County are maintained in an attractive condition while at the same time controlling the increasing cost of litter removal on the roadways.

It appears that the most common category of litter found on the roads within the County is paper, including such items as fast food containers and newspapers, followed by cans and bottles.

The Adopt-A-Road Program provides citizens with the opportunity to assist the County in achieving their mutual goals of safe, attractive and litter-free roadways. Additionally, the Adopt-A-Road Program serves to raise the level of public awareness concerning the amount of roadside trash.

An Adopt-A-Road Program establishes and promotes stewardship of public lands by the citizens of the County and fosters cooperation between the public and the government to resolve the all-too-common problem of roadside debris.

By enacting an Adopt-A-Road Program, the County of Middlesex joins numerous other municipalities, counties and states that sponsor similar programs.

In accordance with the Clean Communities Mini-Grant Guidelines promulgated by the State of New Jersey, non-profit groups not associated with any political party may "adopt" a one-mile stretch of a County roadway.

Each group will agree to perform two (2) cleanups per year. The cleanups must occur at least three months apart with each cleanup lasting at least three (3) hours. The cleanup also must be on **both** sides of the roadway. All cleanups should occur prior to **December 31st** of the approved project year. The number and extent of cleanups may be modified as mutually agreed upon by the DEPARTMENT and the APPLICANT.

Each group must designate a leader who will ensure that all group members use safety equipment, receive safety instructions, follow appropriate recycling techniques and follow applicable safety procedures.

Groups must have a minimum of eight (8) volunteers per cleanup and must have at least one adult per five (5) children under the age of seventeen (17). For safety purposes group size should be a maximum of 20-25 persons.

All groups must sign a waiver/release form prior to engaging in any cleanup activities.

Grant awards in an amount not to exceed \$200.00 per group per year are available from the County and will be awarded on a first come first served basis until all available grant funds are committed. Groups will be notified in writing as to whether they are accepted for participation in the Adopt-A-Road Program. Efforts will be made to provide grant monies to a group or groups from each of the municipalities within the County in a project year when such an arrangement is appropriate.

**No grant funding will be paid to any group until the required cleanup(s) have been completed and all requirements are met.**

All groups engaging in cleanup efforts will be provided with sufficient bags, gloves, and safety vests. First Aid kits will be made available upon request/need of the group. **Please call the Adopt-A-Road Coordinator at the Division of Solid Waste Management one (1) week prior to the first scheduled litter cleanup to arrange to pick up your supplies.**

For the duration of the Adopt-A-Road Program, said Program will be administered by the Middlesex County Division of Solid Waste Management in a manner approved by the Middlesex County Board of Chosen Freeholders.

Prior to any cleanup efforts on the part of any group, that/those section(s) of County Road(s) that are chosen by the Participant for cleanup will be reviewed for suitability by the Middlesex County Division of Solid Waste Management.

After being selected for participation in the "Adopt-A-Road" Program, all groups must confirm their intended cleanup dates no later than one (1) week prior to the date of each intended cleanup to the Adopt-A-Road Coordinator so that arrangements can be made for pickup of the collected refuse and recyclables.

The Adopt-A-Road Program and the agreement or agreements associated therewith, may be modified in scope or altered in any other manner at the sole discretion of the County of Middlesex with advice of such modifications communicated to the group at the earliest possible time.

#### **PARTICIPATION IN THE ADOPT-A-ROAD PROGRAM**

The adoption of a section of Middlesex County roadway is a privilege that may be granted by the County to groups or organizations who would assist the County in achieving its Adopt-A-Road goals.

Only those groups or organizations that are qualified will be permitted to adopt a road. No group or organization with a history of violent, criminal or wrongful behavior will be permitted to adopt a section of County roadway.

The County of Middlesex may, in its sole discretion, refuse to allow a group or organization to adopt a section of County roadway if, in the opinion of the County, granting the request would in any way jeopardize the Adopt-A-Road Program, be counterproductive to the purposes of the Program, or represent a hazard to the safety of the traveling public.

The County of Middlesex reserves the right to consider any and all factors it deems appropriate in determining whether or not groups or organizations may participate in the Adopt-A-Road Program.

Program participants agree not to hold the County of Middlesex responsible for any injuries that they may suffer or damages that may result from their participation in the Adopt-A-Road Program.

## **SAFETY RECOMMENDATIONS/REQUIREMENTS**

Participants in the Middlesex County Adopt-A-Road Program should comply with the following recommendations. The following list is provided as guidance to participants and is not all inclusive.

- \* Know emergency procedures such as the location of the nearest emergency facility and how to quickly summon the police or an ambulance.
- \* Be supplied, when requested, with a First Aid kit provided by the DEPARTMENT, which should be included with other supplies during the litter pickups.
- \* Avoid overexertion and heat related problems by drinking water and taking breaks.
- \* Carpool to the litter pickup site.
- \* Wear the recommended attire: long sleeves, blue-jeans or long pants, leather shoes or boots, and gloves.
- \* Be careful of contact with poison plants, bees, wasps, hornets, fireants, and snakes. The recommended attire will usually prevent irritations from most plants.
- \* Pay special attention to the handling of broken glass. Participants must be careful not to step or kneel on broken glass.
- \* Be aware of visibility problems.
- \* Be prepared for any unexpected behavior of motorists.
- \* Park vehicles a safe distance from the traveled roadway.
- \* Attempt to walk facing on-coming traffic.
- \* Do **NOT** stand or jump on guardrails, drainage pipes or concrete walls.
- \* Never cross over or pick up trash on the traveled pavement
- \* Conduct at least one safety orientation session during each calendar year of involvement in the Adopt-A-Road Program.
- \* Provide appropriate and adequate adult supervision when youth groups are involved in litter pickups, that is one adult per five (5) participants below the age of 17.
- \* Perform cleanup activities when weather is conducive and during daylight hours.
- \* Avoid peak traffic hours and extreme inclement weather conditions.

- \* Stay clear of all construction areas.
- \* Avoid all horseplay or demonstrations of any nature on the right of way.
- \* Avoid hazardous materials such as car batteries or any unidentified questionable items and animal carcasses.
- \* Notify Group Leader of all known allergies and any physical infirmities prior to participation.
- \* Use caution while engaging in cleanup activities.
- \* Where deemed appropriate the group will contact/inform the local police department in the town where the cleanup is to be performed as to the dates, times and location of cleanup activities.