



Adopt-A-Street/Adopt-A-Visibility Site Program Guidelines

Prior to Adoption

- Select your potential section of Town-owned street or site. This program does not include State- or privately-owned roadways or sites.
- Complete the Adopt-A-Street/Adopt-A-Visibility Site application form. Return it to the Department of Public Works, 14 Forest Rd.

Prior to Pick-up

- Drop-off the signed Volunteer Consent and Release forms and the Criminal Offender Record Information (CORI) Acknowledgment forms signed by each volunteer that will be participating in the clean-up process.
- Contact the Department of Public Works at 14 Forest Road to reserve and pick up safety vests and trash bags between the hours of 8:30 a.m. – 3:00 p.m. Monday through Friday, excluding public holidays.

During Pick-up

- Pick up trash/litter along both sides of the road shoulder of the Town owned road only. Be safe and do not pick up trash/litter located in the street. Litter on private property is the responsibility of the property owner.
- The Town prohibits the possession, consumption or being under the influence of alcohol or drugs while performing litter pick-up within the right-of-way.
- The Town also prohibits the use of head phones or other devices that will distract volunteers of their surroundings.
- While performing volunteer services participants are prohibited from displaying messages, carrying banners, or other behavior that could distract drivers or adversely affect traffic.
- Contact the Acton Police Dispatch at 978-929-7711 if you encounter questionable material or other hazardous emergency conditions. Potential dangers involved while participating in this program could include but are not limited to: high speed traffic, noxious plants, broken glass, hazardous materials, sharp metal and potentially harmful wildlife.
- Conduct periodic tick checks on yourself (see attached instruction sheet).
- The group must provide adequate supervision for participants under the age of 18. Volunteers must be at least 14 years old to participate.
- Limit pick-up activities to daylight hours and avoid peak travel times.

- Make sure you face oncoming traffic, be aware of obstacles and stay away from steeper slopes.
- It is recommended that volunteers wear light-colored/reflective clothing, protective shoes & gloves, hat, long sleeves and sun screen.
- Securely close bags and place them on the road shoulder no closer than 4 feet from edge of the roadway.
- Park vehicles on road shoulders or parking lots when available. Do NOT park in traffic lanes or on a sidewalk.

After Pick-up

- Conduct a tick check on yourself (see attached instruction sheet).
- Return safety vests within 48 hours of pick-up completion.
- Notify the DPW (978-929-7740) regarding the general location and the total number of bags to be picked up along the roadway.

The Town of Acton Will

- The Select Board will review the application and vote to approve the section of Town-owned roadway or site to be adopted.
- Install and maintain volunteer recognition sign while this section of road is actively being maintained by the group (at least a two-year commitment).
- Provide group volunteers with safety vests, trash bags and traffic cones (if necessary).
- Recognize volunteers for their efforts.
- Reserve the right to cancel any agreement due to failure to meet provisions of the program or safety concerns.