

TOWN OF PAYSON

APPLICATION FOR TOWN OF PAYSON ADOPT-A-STREET PROGRAM

(Please Print or Type)

Name of Organization _____ Name of Applicant _____

Name of Contact Person for Organization _____ Phone (____) _____

If Student Organization, Name of Advisor _____

Will Children Under 12 Years of Age be Participating in Clean-up Efforts? YES ____ No ____

Address of Organization _____

City _____ State _____ Zip _____

Mailing Address (if different from above) _____

City _____ State _____ Zip _____

Phone (____) _____ Fax (____) _____ E-Mail _____

Desired Street: 1st Choice: _____ Street Segment: 1st Choice: _____

2nd Choice: _____ 2nd Choice: _____

3rd Choice: _____ 3rd Choice: _____

Name to be placed on Sign _____

By signing, applicant agrees to all safety and procedural provisions as outlined in this packet.

Signature of Applicant _____ Date _____

(For Town Use Only)

Applicant Approved by: _____ Date _____

Street Name _____ Street Segment _____

Training Attended by _____ Training Attendance Date _____

Application Expiration Date ____ Children Under 12 Have Been Approved to Participate YES ____ No ____

**TOWN OF PAYSON
Adopt-A-Street Program
Policies and Procedures**

PROGRAM:

It is the desire of the Town of Payson Town Council that a program be established to clean up the streets of the Town of Payson of litter and other unsightly waste. The Town of Payson adopt-a-street program is initiated with this goal in mind by encouraging volunteer organizations and/or families to pick up litter on a designated street segment within the Town of Payson. Each street segment will be up to, but no more than one (1) mile in length.

Appropriate signs calling motorist attention to the litter control effort and crediting the organization and/or family for its work, will be erected by the Town of Payson.

ELIGIBILITY & OTHER REQUIREMENTS:

Eligibility will be determined by organizations and/or families who desire to keep the Town of Payson beautiful by volunteering to keep our streets litter free.

There is no cost associated with this effort in terms of fees or dues. Trash Bags, safety vests, signs, and trash pick-up are provided by the Town of Payson. Participants will be asked to provide their own proper clothing, shoes, and gloves.

A liability insurance certificate will not be required.

The organization shall appoint a liaison that will act as a contact person between the organization and the Town of Payson. It will be the responsibility of this liaison to contact the Town for safety vests, trash bags, mandatory training, application renewals and other needs of the organization. The Town will use this contact person to feed information back to the organization.

Each participant (or the parent or guardian of a minor) will be required to sign a waiver form for each pickup event before work commences in the right-of-way. It will be the responsibility of the contact person to obtain these forms from the Town of Payson and ensure that each participant, as described above, has signed the waiver form.

The application will be valid for a period of two (2) years commencing with the date the application is approved. It will be the responsibility of the organization to renew this application prior to the expiration date.

The Town of Payson may impose additional conditions.

The organization will be required to pick-up trash at their assigned location no less than 1 time every three months. Organizations not meeting this minimum pick-up threshold shall forfeit their application, resulting in their particular section of street being eligible for other organizations to pick up.

PROCEDURES:

- 1) Interested organizations should contact the Town of Payson Engineer to apply.
- 2) The Town of Payson Engineer will provide an application to be filled out by the organization.
- 3) Organization shall appoint a contact person who will act as liaison between the Town and the organization they represent.
- 4) Application will be sent back to Town for review.
- 5) Upon receipt of the application, the Town Engineer will set up a safety training class of which contact person shall attend. This class will be held to instruct the organization's contact person on safety issues, how the program operates, where to pick-up safety vests and trash bags, and other important program information.
- 6) After safety training is completed, the Town will finish application review.
- 7) Upon application approval, the Town will arrange for fabrication and erection of sign indicating which segment of street the organization will be responsible for.
- 8) Before work commences the organization's contact person will be responsible for filling out and returning to the Office of the Administrative Services Director the signed waiver forms of participants.
- 9) Upon receipt of required waiver forms the Town will loan out safety vests and issue trash bags.
- 10) Work may commence.
- 11) Filled trash bags shall be properly tied and placed by roadside for pick-up by Town crews.
- 12) After work is done, the organization shall notify the Town Engineers Office who, in turn, will coordinate with Town crew for trash pick-up.
- 13) Steps 8-13 will need to be repeated each time the organization does a clean-up project.

TOWN OF PAYSON Adopt-A-Street Program Safety Guidelines

The following safety guidelines must be followed when participating in litter removal activities along Town of Payson streets. Each participant should be provided with a copy of these requirements prior to arrival at the worksite.

1. Attendance at a safety course will be mandatory prior to application approval for the designated organization contact person. It will then be the responsibility of the contact person, after the application has been approved, to train other members of the organization prior to reporting to the jobsite.
2. Safety vests, issued by Town, shall be worn by all participants and at all times while working.
3. All participants should wear effective work gloves to protected against injury from broken glass, sharp metal, needles, etc.
4. No participant shall be under the age of twelve (12) years of age, unless given prior approval by the Town of Payson.
5. Participants should not “blindly” reach into a trash container or pile of trash due to the potential hazard of sharp or containment objects.
6. No more than ten (10) students per adult supervisor.
7. The supervisor should be visually monitoring students at all times.
8. Participants should notify Town immediately if they encounter items that could be contaminated with bodily fluids (blood, vomit semen, etc.). Other items that should not be picked up are car batteries, animal carcasses, heavy objects or any other objects that appear objectionable. Such items should not be handled by participants or discarded with other trash. Town crews will respond to pick up these types of waste products.
9. Participants should assemble in an area away from the designated worksite and car-pool to reduce the number of cars at the litter pickup site. Vehicles must be parked in a safe place as to avoid potential accidents.
10. Litter pick-up should only be performed in daylight hours and during good weather conditions.
11. Anyone under the influence of alcohol or narcotics must be asked to leave the worksite.
12. Keep away from construction or maintenance projects.
13. Stay out of utility installations, culverts and drainage structures.
14. Do not try to pick up heavy objects. Use correct lifting techniques, keeping your back a straight as possible. Keep the object you are trying to lift close to your body and let your legs and arms do the work.
15. Horseplay of any kind is prohibited.
16. Do not pick up litter in the median or on any traveled portion of the street.

**TOWN OF PAYSON
ADOPT-A-STREET PROGRAM**

HOLD HARMLESS: The organization or permit tee, all its participants or, where any participant is a minor, his/her parent or guardian shall, and hereby does, indemnify, defend and save harmless the Town of Payson and its officers, employees and agents from and against any and all claims, demands, suits, actions, proceedings, loss, costs and damages of every kind and description, including but not limited to attorney's fees and/or litigation expenses, which may be brought or made against or incurred by the Town, its officers, employees or agents, on account of loss of or damage to any property or for injuries to or death of any person, caused by, arising out of, or contributed to, in whole or in part, by reasons of any act, omission, professional error, fault, mistake or negligence of the permit tee or organization, its employees, agents, representatives or subcontractors, their employees, agents, representatives or any other person working in connection with the permit tee or organization with or otherwise arising in any manner out of the performance of the activities contemplated by this Application and/or Permit, or arising out of workers compensation claims, unemployment compensation claims or unemployment disability compensation claims of employees and/or its subcontractors or claims under similar such laws and obligations. The liability of the permit tee or organization and all of its participants under this section shall not extend to any liability caused by the sole negligence of the Town of Payson or its officers, employees or agents.

WAIVER: The permit tee or organization, and all its participants or, where a participant is a minor, his/her parent or guardian, waives and forever discharges the right to make any claim against the Town of Payson, its officers, employees or agents for any damages or injury of any kind or death accruing to any participant or to any participant arising out of or as a result of the use of this Permit and/or the activities contemplated by this Application, except said waiver does not extend to any such claim which is caused by the sole negligence of the Town of Payson, its officers, employees or agents.

ORGANIZATION: _____ **CONTACT PERSON:** _____

SIGNATURE	DATE	SIGNATURE	DATE

Please use other side of form if more space is required