

# **Carrabassett Valley Selectmen's Meeting**

## **4:30 p.m. Monday April 22<sup>nd</sup>, 2019 at the Town Office**

### **Agenda:**

Review and sign 2019 Payroll Warrants:

Review and sign 2019 Town Expenditure Warrants:

1. **MINUTES** from previous meeting (March 25th, 2019) are attached.
  
2. **A REPRESENTATIVE OF THE ATV CLUB (John McCatherin) WILL BE PRESENT TO REQUEST THAT THE TOWN APPLY FOR A NEW STATE OF MAINE ATV MUNICIPAL GRANT IN AID PROGRAM FOR CAPITAL MAINTENANCE TRAIL PROJECTS:** There is no additional cost to the Town as this is a 70% State and 30% local match program and the Club can fund our share from the Town's \$15,000 match from the Recreation Endowment Fund that was approved at the annual Town Meeting. Please see attached information.
  
3. **REPRESENTATIVES FROM THE J.V. WING SNOWMOBILE CLUB WILL BE PRESENT TO REQUEST MATCHING FUNDS FOR THE PURPOSE PURCHASE OF A NEW (USED) GROOMER AND DRAG:** The Town previously approved matching funds of up to \$75,000 from the Recreation Endowment Fund for this purpose. It appears the approximate price for the groomer, drag and some additional work on groomer for use on snowmobile trails is \$140,000 (\$133K for the groomer and drag delivered plus estimate of \$5-8K for the brush cage to be build and installed). Please see attached information.
  
4. **CONTRACT FOR ARCHITECTURAL SERVICES FOR THE PROPOSED NEW FIRE STATION:** The Fire Station Committee and our Construction Manager have reviewed the three bid proposals we received for this project. We are currently focusing on one proposal (the low bid) to ensure that this proposal meets our requirements, etc. We hope to present a recommendation to the Selectmen at the meeting to hire a firm for this project.
  
5. **UPDATE ON OTHER PROCESS REGARDING THE FIRE STATION PROJECT:** The Committee has been moving forward with Boyne in obtaining a D.E.P. permit for this project. They are probably a month or less away from submitting a D.E.P. application. The snow needs to melt so that we can complete a wetlands analysis. There will be costs associated with a D.E.P. Permit including approximately \$1,200 for the wet lands survey/analysis and \$1,800 for the D.E.P. permit application. In addition, there has been Boyne staff time involved which we may (or may not) be responsible to pay for. There is a fair amount of information that is required for the D.E.P. application. It may take up to four months to actually obtain a permit.

In addition, the current plan is soon to go out to bid (Request for Proposals) for 'Design Build for the Mechanical System' (heating and cooling systems).

Once an architectural firm is on board, further project planning will move along. We need to have some level of architectural plans and renderings completed before we can negotiate the long-term lease and/or purchase of the lot. As you know, Boyne has signed an intent (M.O.U.) with the Town for a long-term lease on the land.

It may be unlikely that we are in a position to request Town voter approval for bond financing for the project at the School Budget Town Meeting in May or early June. As you know, the Town has approved expending some of the Reserve Funds for this project for planning (survey, architectural services, permitting, etc.). Construction will require Town meeting approval to borrow money for the entire project or to start clearing the lot, etc. We are moving toward the point when we will have a good cost estimate for this entire project.

- 6. APPROVAL OF A SIGNAGE PROJECT FOR NORDIC SKIING AND MOUNTAIN BIKING PRIMARILY ON THE TOWN'S PUBLIC LOT:** The Carrabassett Valley Trails Committee is recommending approval of a comprehensive new trail signage project that involves common signage for both Nordic skiing and mountain biking. A sub-committee headed up by Tim Flight has been working on this project for several months and a copy of the proposal is enclosed. A subcommittee is also working on developing names for the trails. As you can see from the proposal, the cost for the Double Track trails is approximately \$15,000 and the cost for the Single-Track signage is approximately \$13,000. This does not include the cost of kiosks which will be addressed later. These are approximate costs that could vary depending on labor costs. It is anticipated that CRNEMBA volunteers will work on the project to keep costs down.

To pay for the project, the Selectmen previously agreed to utilize up to \$15,000 from the Town Lot Fund (wood harvesting revenues) for this project, CRNEMBA (Mountain Bike Club) has agreed to contribute \$10,000 for this project and Sugarloaf has agreed to contribute \$5,000. If there is money left over, the Trails Committee recommends providing signage on the trails off the Narrow-Gauge Pathway. It is anticipated that we (the Town) will hire someone as an employee to complete the project and work with the volunteers.

- 7. APPROVAL OF A NEW MOUNTAIN BIKE TRAIL EXTENDING FROM SNOWBROOK UP TO THE BASE LODGE ON SNUBBER CHAIR LIFT (approximately 3,000').** The Town previously voted to match up to \$15,000 to build this trail. Sugarloaf has agreed to provide up to \$15,000 for this project. An assessment will be made as soon as the snow leaves this area to determine the extent of this project. As there is 300' of elevation change in this 3,000', the aim will be to provide "switchbacks" along that corridor. We will need approval from the Selectmen to expend up to \$30,000 for this project that has

been reviewed by the Trail Committee. It is anticipated that this will be completed with a contract with Maine Trail Builders, LLC (off shoot of All Speed Cycle).

- 8. ANNUAL CONTRIBUTIONS TO SOCIAL SERVICE AGENCIES AND EVENTS, ETC.:** While we await the decision(s) from the Franklin County Commissioners as to whether or not they are going to agree to fund social, community and economic agencies we have attached a list of annual contributions for the Board of Selectmen to consider.
- 9. SUGARLOAF LIQUOR LICENSE AT THE OUTDOOR CENTER:** Sugarloaf management has expressed an interest in obtaining a liquor license at the Outdoor Center. In the past, this has been somewhat of an issue with regards to Carrabassett Valley property taxpayers continuing to have the ability to “self-cater” functions (weddings, etc.) at the Center including providing alcohol due to State alcohol licensing requirements. If a liquor license is granted people are not going to be able to “self-cater” alcohol (bring liquor in) for a function. To “make this work” if “self-catering” is desired by a CV taxpayer who wishes to rent the Outdoor Center for a function, Sugarloaf is willing to provide liquor for the function at their cost and to provide, free of charge, alcohol beverage servers. Apparently, there are not a lot of requests from CV taxpayers for “self-catered” functions. However, if granted a license, Sugarloaf would continue to honor this long-established CV taxpayer option at the Outdoor Center through the above process. Does the Board have interest in allowing a liquor license at the Outdoor Center provided the above option and process is in place for CV taxpayers?
- 10. CONSIDERATION FOR WORK ON INFORMATION CENTER AND LOT:** We would like to go out to bid for installation of a septic system for the Info Center (we have the design) and to contact a well driller to dig and install a well for the building in the very near future. We will need to have some plumbing and possibly some electrical work done also. We may also want to look at completing some interior changes to possibly enlarge the bathroom to make it A.D.A. compliant and to provide space for some utilities (we may want to eliminate the wood stove that is not being used). If the budget allows, we may also want to replace the propane heater. The Town approved expending up to \$35,000 for the entire project so we’ll need to “keep an eye on this budget”.
- 11. “PERCENTAGE FOR ART” INITIATIVE:** Selectperson Karen Campbell would like to discuss the possibility of providing Art Works in some of the Town’s public buildings or grounds. There has been some State or Federal legislation that may require up to 1% of cost of public buildings, etc. be allocated to providing art forms in new public buildings, etc.
- 12. ANNUAL TOWN WORK PLAN:** Please find attached a brief draft outline of a work plan for Town projects and initiatives for 2019. If time allows, we would like to briefly review this with the Board for comments, suggestions, etc.
- 13. INFORMATIONAL:**

- The School Committee is meeting on April 23<sup>rd</sup> and will be considering a recommendation for setting the annual School Budget Town Meeting. Would Tuesday June 4<sup>th</sup> work for a Town Meeting??
- The Marijuana Business Regulation Committee will be meeting at 6:00 Tuesday April 23<sup>rd</sup> at the Town Office (a recently scheduled meeting had to be rescheduled).
- We met with the Penobscot Indian Nation Land Committee on April 17<sup>th</sup> and they have graciously provided the Town, the Mt. Bike Club and Sugarloaf Nordic Ski Center annual use permit for trails and for use of the Carriage Road. We were told that we will need to meet with their Tribal Council to seek a permanent easement from the Carriage Road (approximately one mile) on the old narrow-gauge rail bed to the so called "Ted Jones Lot". As you know, the Town has approved the purchase of this 250-acre lot subject to acquiring an easement on this old railbed to this lot. We were told we will be informed of when we may meet with the Tribal Council.

**TOWN OF CARRABASSETT VALLEY  
MINUTES OF SELECTMEN'S MEETING  
March 25, 2019**

**Board Members Present:**    **Bob Luce**                      **Jay Reynolds**  
   **Karen Campbell**        **John Beaupre**  
   **Lloyd Cuttler**

**Others Present:**                **Dave Cota**                      **Chris Parks**  
   **Stan Tingley**                **Bill Gilmore**  
   **Jess Beers**

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Bob Luce opened the meeting at 4:30 p.m. and welcomed those present.

Expense warrants #12 in the amount of \$52,054.19 was reviewed and signed by Selectmen.

Payroll warrants #11 in the amount of \$19,931.162 was reviewed and signed by Selectmen.

The minutes from the March 11, 2019 meeting were reviewed. Lloyd Cuttler made a motion to approve the minutes as written. Jay Reynolds seconded the motion. Motion approved.

Chris Parks, Code Enforcement Officer, was in attendance to update the Selectmen with regard to a proposed zoning change. Representatives of Sugarloaf Village I and II, Twinbrook Castle Creek and Spruce Knoll are requesting a zoning change from Planned Development to R-2 (medium density residential). The Planning Board has not voted on this matter yet, since there were only four members present at the last meeting. The frontage along Route 27 would remain Planned Development to preserve commercial uses. Lloyd Cuttler voiced a concern that the driving force behind this request may make for hasty decisions and it may have a chance to flush itself out. He recommends going slowly with this process, since there are some discrepancies on ownership of the roads and bridges that still need to be determined. Chris Parks confirmed that the representatives making the request wanted to get it voted by the May town meeting. Chris also pointed out that there's a parcel that abuts Hug's, which indicates that it is in the R-2 zone. Looking back at 1977 mapping, it was in the Planned Development, and somewhere along the way, it appears that this somehow was coded as R-2. Bill Gilmore noted that the vast majority of zoning changes in town have taken place on the floor of the regular Town Meeting. Dave Cota noted that there are deed restrictions that likely prohibit commercial activities. Lloyd Cuttler stated that all of these association have covenants that can be more restrictive than the Town's ordinances.

Dave Cota reported that annual Town appointments needed to be made. He provided a sheet that indicated the positions for all positions. Of note, there is a new appointment on the Board of Appeals: Steve Arner. On the Board of Assessment Review, Dave Cota noted that they have never had many meetings, which is a good thing. John Beaupre made a motion to move the slate. Jay Reynolds seconded the motion. Motion approved.

Dave Cota provided Selectmen with a copy of the deed to Ross Horn for the sale of a 100' x 50' back land parcel which abuts his existing lot. John Beaupre made a motion to authorize signature of the deed. Karen Campbell seconded the motion. Motion approved. Each of the Board of Selectmen signed the deed.

The new Fire Station Committee met with the construction manager. They will be putting out a Request for Proposals for Architectural Services. These proposals will be brought to the Selectmen when they come in (due in by April 12<sup>th</sup>). Dave Cota is working with Sugarloaf on an amended DEP permit. It's time consuming and may put off construction for this year. Boyne does not want to discuss a lease or purchase of the lot until some architectural drawings are available. Stan Tingley asked if Carrabassett Valley is still pushing to purchase the land. Dave Cota said that is still the desire. Lloyd Cuttler explained that the land is tied in Boyne's bonds and it may make it a challenge, at least for the short term. Stan Tingley said that perhaps the Town not buy the land once the land is not tied up in their financing package. Dave Cota said this will be put to vote of the Town.

Androscoggin Valley Council of Governments (AVCOG) runs an annual Household Hazardous Waste Program for collecting hazardous materials. This year, the program will take place on July 13<sup>th</sup> at the Transfer Station. AVCOG is limiting the number of satellite stations where materials will be accepted, and Carrabassett is the only one in the immediate area now. Other towns will be invited to participate, and items will be inventoried, so each of those towns will pay for what is accepted by their residents. This satellite station will be rotated to other communities next year. Dave noted that, now that town has voted on the budget, an engineer will be brought in to the Transfer Station to find a place for compaction of construction debris. He anticipates getting this underway as soon as the snow melts.

Dave Cota reported that he is working on the annual Town Work Plan, which outlines the Town's priorities for new projects and initiatives. He invited the Selectmen to provide input as appropriate.

Stan Tingley said that he has done research with regard to the Jones lot. There's a right of way from the north end to the Carriage Road, which will go with the sale, since it came with Packard. Dave Cota said that, in discussing with Don Fowler, they do not believe the entire parcel comes with the right of way. The right of way only extends to the portion of the lot owned by the Packard's, but not to the portion owned by the Fields, which is the majority of the lot). There's another portion from the bridge to the intersection that is in question. Dave Cota will be meeting with the Penobscot Indian Nation in the coming weeks, and he will pursue acquiring an easement if that is possible. They will be discussing other items, as well, since the land use is year to year. If they are successful, the Town has approved the purchase of the lot, but the warrant was written with the contingency that the right of way be obtained first.

Informational:

The Marijuana Business Regulation Committee will meet on April 9<sup>th</sup> at the Town Office at 6pm. It's anticipated that this will be the last meeting, at least for the time. The State is presently working on their administrative policies concerning the law.

Meeting adjourned.

Respectfully submitted,  
Lynn Schnorr

## Dave Cota

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**From:** John McCatherin <johnmccatherin@tds.net>  
**Sent:** Tuesday, April 16, 2019 9:18 AM  
**To:** Dave Cota  
**Cc:** Neal Trask; Bill & Debi Ward; Pete Boucher  
**Subject:** ATV Municipal Trail Grant program

Dave – The 112<sup>th</sup> Legislature created a new program for grants-in-aid for municipalities under the ATV Program of the Bureau of Parks & Lands, permitting cost-sharing by the state of up to 70 per cent of the cost of a qualifying project and up to 30 per cent local. It provides assistance to ATV clubs for trail development and/or maintenance, including new trail, rerouting trail, construction of new bridges or parking facilities.

Those types of projects prior to the new program were funded by the clubs using proceeds from their annual state grant based on trail mileage (in the Carrabassett Valley ATV Club case it's \$5,000); other revenues including dues, fees, gifts, etc.; and in our case, municipally-approved matching grants under the Town's Recreation Endowment Fund. This year's matching grant was approved at a level of \$15,000 at the Town Meeting.

Because of changing stream direction and flowage, we are going to have to relocate approximately a quarter mile of existing trail in Carrabassett Valley near the Kingfield Town Line in Rapid Stream Valley, part of what we call the Owl's Head trail between the two towns. The property is owned by the Penobscot Indian Nation, whose forester agrees that we need to relocate. It will include redeveloping a trail abandoned 10 years or so ago, bush-hogging a quarter mile of growth along an old road, and building a new bridge capable of carrying regular ATV and snowmobile traffic, including trail grooming equipment. It would also require closing off the existing trail and relocating a so-called "Jeep Gate", a barrier designed to permit ATV traffic while restricting most other types of motor vehicles.

Working with the J.V. Wing Snowmobile Club, we've already ferried some materials to the site and anticipate starting construction in late spring or early summer.

I'm hoping that the Board of Selectmen will at their meeting Monday, April 22, authorize the town's participation for this project under the new grant program. There is no new Town funding required. Normally we would have requested Town reimbursement from the already-authorized Recreation Endowment Fund grant of \$15,000 for 50 per cent of the project cost. Under the new program the Town's share would be 30 per cent with the State providing 70 per cent. Because of the special nature of the project, the club's normal participation would not be necessary, making its funds available for other maintenance or development projects.

Again, no additional town funding would be required and in fact the town's share of this project's cost would be reduced from 50 per cent to 30.

The Selectmen would also be required to appoint a project director. I'm recommending that I fulfill that role, an appropriate designation under the new program and recommended by Brian Bronson, the state's ATV coordinator.

Dave, I'll drop a copy of the new grant program requirements off at your office later this morning and look for an opportunity to discuss it before Monday's meeting.

Thanks for all your help with our ATV program over the years. The new Municipal Trail Grant program is one other way in which the Town can continue to foster and support our trail network in Carrabassett Valley.

# J.V. Wing Snowmobile Club proposed purchase

## 2014 Prinoth BR350X Groomer

Serial # 908911266

5600 hours

350hp Caterpillar C9 turbo diesel engine

All-Way Leitwolf Blade

66" Semi-Closed profile steel tracks

Sunstrand hydrostatic drive system

Double Stick Drive controls

It is estimated to cost \$5000 to transport this machine to Maine. All the carriers they hire are bonded and insured.

The machine would be serviced and repaired as necessary before shipping.

Contact information of dealer:

Peterson Equipment Company

80 EAST 4000 NORTH, PO BOX 720, HYDE PARK, UT 84318

McKay Wilson

C: 435.512.8365

O: 435.752.5110

[www.petersonequipment.com](http://www.petersonequipment.com)



## 2019 Proposed Town of CV Contributions

ORGANIZATION/EVENT:	2014	2015	2016	2017	2018	2019	Comments:
					Paid	Request	
American Red Cross (Auburn)	\$500	\$750	\$750	\$800	\$800	\$850	Requested \$1,200
Androscoggin Home Care & Hospice							\$250 Not asking County this year
Ayotte's Golf (Ski Scholarship bene.)	\$100	\$100	\$100	\$150	\$150	\$150	
CVA Scholarship Fund Raiser (Feb.)	\$0	\$500	\$250	\$250	\$250	\$250	(paid in Feb.)
Franklin Health Network	\$0	\$500	\$550	\$0	\$600	\$600	Annual Golf Tourn. Benefit
Healthy Community Coalition	\$500	\$500	\$500	\$500	\$500	\$500	?
Kingfield POPS	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	(no mention of amount)
Kingfield Little League							Funded thru Rec.Dept. Budget
LifeFlight of Maine	\$150	\$150	\$781	\$781	\$781	\$781	(\$1 per capita)
Maine Development Foundation	\$225	\$225	\$150	\$150	\$150	\$150	(109 of 456 Towns contribute)
Maine Huts and Trails Map Ad					\$225	\$225	
Maine Public Broadcasting	\$100	\$100	\$100	\$100	\$100	\$100	
Maine Tourism Association	\$145	\$145	\$145	\$145	\$145	\$145	
Penobscot Indian Nation Youth Programs	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	
Safe Voices (formerly Abused Women's Advocacy)	\$325	\$300	\$300	\$300	\$300	\$300	
Seniors Plus					\$250	\$250	Previously County Funded
Sexual Assault Prevention and Response					\$500	\$500	Previously County Funded
Ski Museum of Maine	\$100	\$100	\$100	\$100	\$100	\$100	
Sugarloaf Marathon	\$500	\$500	\$500	\$500	\$500	\$500	
Summerfest	\$500	\$500	\$500	\$500	\$500	\$500	
Other	\$500			\$319			
<b>TOTALS:</b>	<b>\$5,645</b>	<b>\$5,870</b>	<b>\$6,726</b>	<b>\$6,595</b>	<b>\$7,626</b>	<b>\$8,151</b>	

## 2019 Proposed Town Work Plan:

### Major Projects:

#### Mountain Fire Station Project:

- Architectural Design
- Permitting
- Lease/Land Purchase
- Cost Estimate and Town Meeting Project Approval

Continue major trail bridge replacement program on the Public Lot

Complete airport clearing project (early summer)

Finalize recommendations regarding marijuana businesses regulation

Continued forest management on the public lot (July/August project)

#### Transfer Station Projects:

- Finish siding and replace station fencing
- Look at options to build a "drop-in location" for the demo debris (engineering required) and if possible build structure.
- If "drop in location" can not be found look at purchase of backhoe.
- Review of possible fee system for materials (tires, white goods, etc.)

#### Outdoor Center Road Projects:

- Stream crossing project/apply for D.E.P. Grant if applicable
- Possible road improvements and paving

#### Outdoor Center Improvements:

- Replace and build new Timing Shed (16'x 12')
- Install new outside lighting to the building
- Look at either repairing or replacing outside deck

Continued mountain bike trail development and signage project

Ted Jones Lot: Determine if an easement to Carriage Road is possible and, if so, complete land purchase

Info center project: Well and septic system and related improvements

Town park pavilion expansion and Rec. Dept. storage building (Rec Comm and Director and Town Mgr.)

Complete planting project around the pool (Recreation Committee)

Monitor receipt of F.E.M.A. grant payments for previous projects

Finish installing generator at the Outdoor Center

Committee to review results of Surface Water Management Plan has it may relate to the Twin Brook area drainage issues (Planning Board/CEO)

Discussion of providing a campground at the Outdoor Center?? (We have initiated a State Legislation attempt to remove current language in the Town's "State Lot" deed covenants to eliminate the prohibition against "camping in vehicles".

Continued hangar development at the airport (current interested party).

Work with Snowmobile Club on purchase of new groomer/drag

### Minor Projects:

Repair and insulate interior water lines at Transfer Station (to avoid freezing)

Solar panels for Town Sign to providing lighting for it?

New door for entrance to Town Office and repair building siding

Look at a replacement schedule for Rinnai propane heaters in the Town Office

Inventory "Town Signs" for eventual repair or replacement

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**Carrabassett Valley Trails Committee**  
**DRAFT Signage Guidelines**

**January 10, 2019**

# **Introduction**

Trail users currently have challenges navigating the Carrabassett Valley Trails trail network. Multiple entities overseeing the trail network for multiple sports in multiple seasons has created inconsistent signage. A subcommittee has been formed to make specific recommendations for improve signage.

Our trail network has many "users". While within the context of the Carrabassett Valley Trails Committee (CVTC) we think of mountain biking first, we have large overlaps with other sports such as cross country skiing, winter biking, snowshoeing, and walking. Our signage guidelines take all of these users into consideration, with additional consideration to other users such as trail groomers and first responders.

Our trail network overlaps in places with ATV and snowmobile trails. In these places our sign guidelines do not change, even if it means duplication of some information.

There are a few places that are exceptional cases. For example the Snowbrook Trail is rated intermediate difficulty on the bike map but beginner difficulty on the nordic map. In these rare cases signage may be changed for each season.

These guidelines represent our best efforts to compromise requests from various entities.

## **Values**

We wish to balance the amount of information we provide the user with the product we want to deliver. We believe too much signage can ruin the environment we want the user to experience. At the same time frustrations in navigation can lead to a poor experience as well. We expect users to carry a trail map, but also get to their destination without too much fuss.

While some signs will need to be changed from season to season, we strive to minimize the amount of seasonal labor required to change signage.

Our goal is to achieve a balance between minimalist signage and maximum information.

## **Map**

In order to provide a cohesive trail signage system, we need to be working from the same map.

It is recommended that each entity continue to publish their own map, highlighting the trails they are the responsible entity for. Features "unused" in a single map context can be faded out on the map to provide additional context for users to figure out where they are.

Updates to the basemap must be communicated back to the custodians of our cartography so it can be used by the CVTC partners.

## **Partner Supplementary Signs**

Partner entities will undoubtedly need to supplement the signage from time to time. One common example is the addition of "trail pass required" signs. Temporary trail conditions, closures, special events, will likely require partners to add additional signage as well. There may be instances where more attention grabbing signs are desired, such as no snow/fat biking on certain xc trails. Design, implementation, and construction are up to each partner organization.

## **Definitions**

**Trail:** A contiguous recreational path. A trail may intersect or overlap with other trails. A trail must follow a single path from end to end without overlapping itself. Thus, a lollipop should be broken down into two trail names— the stem and the circle. For example the Hurricane Trail (the stem) and Hurricane Knoll (the loop) correctly apply this definition while Jerusalem and Grassy Loops #3 do not. A trail should have one difficulty level.

**Trail Name:** A trail cannot not have the same name as any other trail within the network. A trail name should be words such as "Route One West", "Grassy Loops Three", or "Fifty".

**Intersection:** A place where two "ways" (trails, roads, paths, etc) intersect.

**Singletrack:** A trail with a cleared corridor of eight feet wide or narrower, with tread four feet wide or narrower. Passing another user often requires one user to move off the trail.

**Tread-in-tread:** A doubletrack trail which is only maintained to the width of a singletrack trail during the summer. For the purposes of mapping and signage it should be treated as a doubletrack trail.

**Trail Number:** A way for trails to be identified on a map where space is limited. A legend references the trail number with a trail name. Trail numbers should not be used on signs.

**Season:** For the purposes of signage, two seasons are considered— winter and summer.

**Named Route:** A sequence of trails taking the user on a prescribed path from one location to another over multiple trails. May also take users back to the starting location in a loop. These are used sparingly, often to highlight the "best of" a particular area of trails. Named Routes should not use names that are similar to existing trail names to avoid confusion between the named route and any trails.

**POI:** A Point of Interest is a specific location with value as a destination. Examples include parking lots, huts, scenic viewpoints, and other important destinations.

**Green:** Hex color: #0008b39;

**Blue:** Hex color: #0000ff;

**Black:** Hex color: #000000;

## **Sign Location Types**

### **Roadside [Phase 2]**

A roadside sign at the intersection of Route 27 and the Touring Center Road. Preference should be given to signage indicating the presence of mountain bike trails, with secondary signage available to leaseholders and sub-leaseholders along Touring Center Road.

### **Kiosks [Phase 2]**

Found in parking lots, these larger signs should provide a map overview of the entire trail network, as well as a zoomed in view of the area ("pod") served by the trailhead. Signs at the kiosk must also indicate the direction to trails with endpoints at the kiosk, as well as direction arrows to points of interest.

Kiosks must include only information about the trail network, no advertisements. Each kiosk must have one entity responsible (by season) for its upkeep and maintenance. Maps on kiosks with a seasonal bias should be swapped for a season-appropriate map if accessible in multiple seasons.

- **Stratton Brook Pond kiosk:** Maine Huts & Trails
- **Outdoor Center kiosks:** Sugarloaf Outdoor Center in winter, CR NEMBA during summer.
- **Campbell Field kiosk:** Town of Carrabassett Valley
- **Airport kiosk:** Maine Huts & Trails

- **Warming Hut Kiosk:** Sugarloaf Outdoor Center in winter, CR NEMBA during summer.

## **Intersections**

If an individual trail changes from singletrack to tread-in-tread, typical singletrack and doubletrack trail name signs are not required. Blazes should be used at the singletrack entrances to aid navigation. The graphic on the blaze should indicate the promoted usage icon. An example of this is where Jabba The Hut intersects with (and overlaps) nordic trails #29 and #32.

If an individual trail changes from singletrack to doubletrack (no tread-in-tread), intersection singletrack and doubletrack signage should be used. An example of this is where Old Race Trail intersects with and overlaps nordic trail #29.

Trail signs must include the trail name as well as the trail difficulty. If promoted usages among trails at the intersection are not the same within one season, promoted usage icons should be present. Other information may be added at the discretion of the responsible partner such as disallowed usages, trail numbers, direction arrows to POIs, etc.

**Singletrack** trails should include a sign as close to the intersection as possible without interfering with the intersecting trails.

**Doubletrack** trails should include a sign a short distance down the trail, no more than fifty feet yet immediately visible and the trail name readable from the center of the intersection.

## **Blazes/Tags**

Where used, blazes should be placed along trails in such a manner that a user will encounter some form of trail signage every mile. For example if a trail measures 1.8



miles from end to end and intersects no other trails, a blaze in the middle of the trail (0.9 miles from each end) would ensure one trail sign per mile of trail.

Multiple blazes should be evenly spaced. A trail measuring 2.25 miles from end to end and intersects with no other trails should have at least two blazes, each about 0.75 miles from the trail ends (and each other).

## Construction

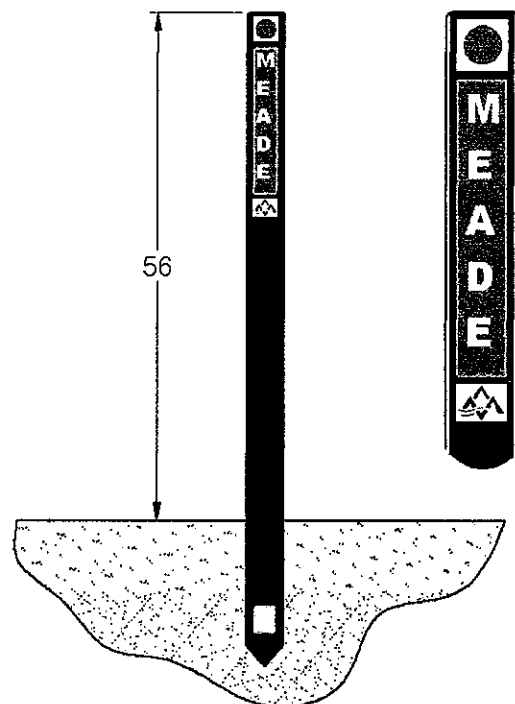
### Intersection Signs

**Singletrack Signs** are a single, vertical post. The post should be four inches wide and reach at least fifty-six inches above the ground. Posts that are not self-supported should be driven sixteen inches into the ground and therefore need to be at least seventy-two inches total length.

The top of the sign must include a three inch square logo indicating the trail difficulty. The logo should have a white background with the appropriate difficulty icon. (Green circle, blue square, black diamond, double black diamond.)

Below must be the trail name. The background color must match the trail difficulty color and the text white. Text should be vertical, one letter over the other. (See the title of this document on the title page.)

Below the trail name optionally include icons for promoted usages. (See Signage Type: Intersections/Trailheads above if it is required.) If the responsible entity wishes



to include icons for disallowed usages, these must be placed below the promoted usages.

Finally an optional three inch square with the logo of the responsible entity, preferably with a white background. If the trail was primarily built or maintained by the Town of Carrabassett Valley, a CVTC logo is required.

The sign should be placed so lettering is perpendicular to the direction of the trail.

**Doubletrack signs** are not required to be on a post and may be attached to trees. By their nature, doubletrack signs are single sided.

The sign must be constructed of composite, plastic, fiberglass, polyester, acrylic, PVC, or metal. *[Note: figure this out with Sugarloaf.]* The sign's base color must match the color associated with the difficulty of the trail (green, blue, black). On the left there must be a white square of at least four inches with the difficulty icon at least three inches tall. To the right the trail name must appear in white lettering, the letters at least three inches tall.

Optional icons for promoted usages may appear below the trail name. (See Signage Type: Intersections/ Trailheads above if it is required.) If the responsible entity wishes to include icons for disallowed usages, these must be placed to the right the promoted usages. An optional three inch square with the logo of the responsible entity (preferably with a white background) may be placed to the right of the usage icons. If the trail was primarily built or maintained by the Town of Carrabassett Valley, a CVTC logo is required.



Ideally the sign should be perpendicular to the direction of the trail, however it must be easily readable from the center of the intersection. If nailed to a tree, a galvanized nail at the top and bottom center should be used. Pre-drill a hole, don't nail it tight to the tree, leave at least  $\frac{3}{4}$  of an inch for tree growth.

*In more remote locations, or where otherwise requested by the responsible partner,* wood signs may be used. For wood signs, the sign must include the trail name. The sign(s) may be placed on a single post rather than down the trail, so long as they include arrows indicating the direction to that trail. All other data is optional.

## **Intersection Maps [Phase 2]**

A map zoomed in to an intersection may be added in places where people may be more likely to make a wrong turn, where there are a large number of trails in a small space, or at places where major trails intersect.

## **Blazes/Tags**

Regular blazes must be at least four inches square, hung in a diamond shape. A logo of the responsible partner is required, on a white background. Text on the blaze may predominately feature a trail number, or distance to the next intersection or POI (and labeled as such). Any other text is discouraged. Blazes may be attached to trees, if so they must use two inch galvanized roofing nails, be nailed at the top, not nailed tight to the tree (leave at least  $\frac{3}{4}$  of an inch for tree growth). Nails must not be used on the sides of the blaze.

## **Named Routes [Phase 2]**

Named Routes are indicated by a color, and the color must not be white, black, blue, or green. (White is used for regular blazes; black, blue, and green might be confused with difficulty levels.) Therefore suggested blaze colors for named routes are red, orange, yellow, and violet.

## Kiosks [Phase 2]

Often unnoticed to locals, riders new to the area have difficulty getting from the parking lot to the trails. This is particularly problematic at the Outdoor Center. In these areas, A post should be added with horizontal signs of "doubletrack" style added, pointing to the direction a user

will need to go to get to that trail. All trails within 1,000 feet of the post should be signed on the post. The post should be a round (cylinder) shape. The trail signs should be aligned on the post such that they are parallel with the direction you should go to get to that trail. If you must travel on another

marked trail before getting to the indicated trail, the trail should be suffixed with "via Trail Name" such as "Sunny Breeze via Route One West".



## Issues

- Jerusalem should be broken down into two trails, such as Jerusalem Stem and Jerusalem Loop.
- Grassy Loops needs many additional named segments.
- The trail known as Moose Dip has two distinct segments of different difficulty levels— consider renaming one of the segments to create two trails.
- There are two trails with the name 'Bypass Trail' (#303, #309)

# Cost Estimate

Sugarloaf, the Town of Carrabassett Valley, and CR NEMBA should share costs of signage. Sugarloaf should pay for doubletrack signage at the Outdoor Center with the Town and bike club working out the cost of singletrack signage.

## Doubletrack (Nordic) Signs

Item	Qty	Unit Price	Price
Poly Signs (doubletrack)	441	\$20.80	\$9,173
4x4x10 posts (50% of intersections)	91	\$12.00	\$1,092
post hole digging labor (1/3 @ 30 min, 2/3 @ 90 min)	76	\$15.00	\$1,138
post hole digger rental (weekly)	2.0	\$400.00	\$800
sign installation (trees, 15 min each)	30.3	\$15.00	\$455
sign installation (post, 5 min each)	7.6	\$15.00	\$114
Screws (boxes)	12	\$8.00	\$96
<b>Contingency</b>	<b>1</b>	<b>15%</b>	<b>\$1,930</b>
<b>TOTAL PRICE</b>	<b>38</b>		<b>\$14,797</b>

## Singletrack (bike, snowshoe) Signs, Carsonite Option

Item	Qty	Unit Price	Price
Carsonite 78" Dual Sided Trail Markers	173	\$20.43	\$3,534
Anchor Kits	173	\$1.50	\$260
Marker Post Post Driver	3	\$190.00	\$570
Marker Post Pilot Hole Driver	3	\$225.00	\$675
Difficulty decals	254	\$1.00	\$254
Trail Name decals (letter sheets count sql)	50	\$5.50	\$275
Post hole digging labor (45 min each marker)	130	\$15.00	\$1,946
Anchor kit installation and decal installation (20 min each)	58	\$15.00	\$865
Shipping	1	\$1,120.00	\$1,120
<b>Subtotal</b>			<b>\$9,499</b>
<b>Contingency</b>	<b>1</b>	<b>15%</b>	<b>\$1,425</b>
<b>TOTAL PRICE</b>	<b>187</b>		<b>\$10,924</b>

## Singletrack Signs, PT 4x4 Option

Item	Qty	Unit Price	Price
PT 4x4x8	150	\$8.00	\$1,200
Poly Signs	254	\$20.80	\$5,283
post hole digging labor hours (1/3 @ 30 min, 2/3 @ 90 min)	175	\$15.00	\$2,625
post hole digger rental (weekly)	5	\$400.00	\$2,000
sign installation (5 min each)	21	\$15.00	\$318
Screws (boxes)	4	\$8.00	\$32
<b>Subtotal</b>			<b>\$11,458</b>
<b>Contingency</b>	<b>1</b>	<b>15%</b>	<b>\$1,719</b>
<b>TOTAL PRICE</b>	<b>196</b>		<b>\$13,176</b>