



NH Department of Natural and Cultural Resources

Volunteer Program

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2022 Annual Work Plan

Volunteer Group Information

Group: Mount Sunapee Resort (MSR) and Sunapee-Ragged-Kearsarge Greenway Coalition (SRKGC)

Group Leader: Chris Corliss (MSR), Tim Eliassen (SRKGC)

DNCR Property: Mount Sunapee State Park

DNCR Designated Site Supervisor: Erik Nelson

A-1 Summary of the Past Year

1. Summary of operations
 - a. Summary of the season, include routine maintenance and winter grooming
General clean-up of blowdowns on the Summit trail. Chainsaw work done by MSR.
Brush pick-up and clipping encroaching growth was done by both SRKGC and MSR.
 - b. Notable Group achievements
N/A
 - c. Recognition of individual volunteers
 - d. Total number of volunteer hours donated on DNCR land
2. List and summarize all projects beyond routine maintenance (refer to section A-3 of last year's AWP, include status of each project: not started, in process, completed)
 1. none
3. List and summarize all programs, events, or fundraisers held by the Group (refer to section A-4 of last year's AWP)
 1. N/A
4. Financial reporting
 - a. Fees charged to third parties by the Group for activities within or use of DNCR land and facilities
N/A
 - b. Sponsors and donations received on behalf of and for use of DNCR land and facilities
N/A
 - c. Grants received
N/A
 - d. Explanation of how the Group's use of revenue has or will support the mutual goals of the Group and DNCR
N/A

- e. Treasurer's report
N/A

A-2 Operations for the Upcoming Year

1. Overview of operations

- a. Planned operations for the upcoming year, include use of DNCR land/facilities, and any Group owned structures on DNCR land

As outlined in the Cooperative Maintenance Agreement, "MSR and SRKGC shall, cooperatively, provide to the Department, through the Department's Designated Volunteer Program Contact, a written Annual Work Plan and report ("AWP") that shall outline MSR's and SRKGC's proposed activities and projects in relation to the specified trail(s) for the coming year, and shall summarize MSR's and SRKGC's accomplishments in relation to the specified trails over the previous year."

We anticipate activities similar to prior years where MSR will help with maintenance of the Summit Trail where chainsaw work or equipment is required to deal with blowdowns or other trail maintenance issues. SRKGC volunteers will work to remove small blowdowns and clip encroaching growth back to maintain a clear passage on the trail.

The Cooperative Maintenance Agreement between MSR and SRKGC expires on 12/31/2022. Both parties will work with the Volunteer Program Manager to renew the agreement.

- b. List of trails traditionally maintained by the Group
Summit Trail, Province Trail

- c. Typical scheduled of meetings

As outlined in the Cooperative Maintenance Agreement, "the parties shall all meet at least once a year to discuss the AWP. Subsequent meetings shall be held when needed necessary by the Department, MSR, or SRKGC at a place and time to be mutually agreed upon for the purpose of discussing operational and construction issues, official requests to the Department outside of the AWP or Annual Operating Plan (AOP) or Master Development Plan (MDP), and other pertinent business which may arise."

Chris Corliss (MSR) and Tim Eliassen (SRKGC) will meet as needed and at least once a year.

2. Winter grooming on non-motorized trails

- a. N/A

3. Group members requesting approval to operate a chainsaw on DNCR land

- a. List of individuals previously approved (through AWP)
N/A

- b. List of newly proposal individuals (include training certification received within the last 3 years)
N/A

All volunteers must adhere to the Department's Chainsaw Policy #14 and will not perform any cutting that exceed the definition of "basic sawyer" as outlined in the policy. All volunteers are required to notify their Site Supervisor in advance of any chainsaw use. The Department, at any time, has final authority to approved, deny, and/or halt chainsaw operations on DNCR lands.

4. Group roster to provide indemnification for volunteer services under RSA 216-A:3-h and RSA 508:17, as applicable
 - a. Board of Directors
N/A
 - b. Members and regular volunteers
The group will update the roster of members who are volunteering on DNCR property throughout the year by emailing the Volunteer Program Manager the full names of any new members and the names of those who are no longer members.
 - c. Any member assigned a key to a DNCR facility
N/A
5. Financial initiatives for the upcoming year
 - a. Fees to be charged to third parties by the Group for activities within or use of DNCR land and facilities
N/A
 - b. Sponsors and donations solicited on behalf of and for use of DNCR land and facilities
N/A
 - c. Grants to be used on behalf of and for use on DNCR land (all grants must receive prior written approval from the Department)
N/A
 - d. Explanation of how the Group's use of revenue will support the mutual goals of the Group and DNCR in the upcoming year
N/A
6. Signs, promotions, and advertising on site or associated with DNCR land (if placing blazes on through-trails located on DNCR land, include an image of the blaze and the name of trail(s) they are located on)
 1. N/A

The group and DNCR shall recognize and promote the partnership between the parties on their website, published materials, and external communications. When applicable, the group shall identify each DNCR property by name (i.e. Pisgah State Park, Fort Stark State Historic Site, Cardigan Mountain State Forest).

A-3 New Project Proposals

1. Proposed projects that are beyond routine maintenance (i.e. new construction, projects that require permitting, installation of structures, trail improvements outside of the established trail)
 1. New project proposed by MSR are contained in its Annual Operating Plan, as required under the Lease and Operating Agreement with DNCR, and is incorporated herein by reference.

A-4 Programs, Events, Fundraisers

1. List all programs, events, and fundraisers to be held on DNCR land in the upcoming year, include dates, time, any fees/admission/donation requests, who the target audience is, food served, 3rd party vendors, and any other relevant information

1. N/A


The Group shall not be charged administrative fees for its annual events scheduled in advance and approved by the State through the AWP. The Group shall pay all other applicable fees, pursuant to Res 7400: Reserved and Privileged Use of Department Lands, Facilities and Resources. The Group may be charged administrative fees for events not covered under the AWP, but approved by the State through a separate Special Use Permit.

A-5 Agreement Requirements

1. Proof of insurance, include insurance for applicable grooming activities under A-2:2
Both SRKGC and MSR hold general liability insurance that meets the requirements of this agreement.
2. Organizational status
 - a. Confirm that the group is in "Good Standing" with the Secretary of State's Corporate Division
N/A
 - b. Business ID with the Secretary of State
N/A
 - c. Is the group registered as a charity with the Attorney General's Charitable Trusts Unit?
N/A

A-6 Signatures

In signing this Annual Work Plan, our group agrees to follow DNCR guidelines and policies for activities approved in this Annual Work Plan. As the group Leader, and on behalf of the group, we acknowledge and agree to the terms and conditions contained herein.



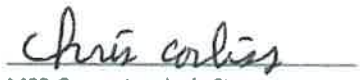
SRKGC Group Leader's Signature

Tim Eliassen

Group Leader's Name

5/4/22

Date



MSR Group Leader's Signature

Chris Corliss

Group Leader's Name

5-6-2022

Date

Under authority granted in NH RSA 216-A:3 and RSA 227-H:9, the Department of Natural and Cultural Resources grants permission for use of the reservation as outlined and under the purpose and specific conditions as indicated above.



Philip A. Bryce, Director, NH Division of Parks and Recreation

5-11-2022

Date