



New York-New Jersey Trail Conference
156 Ramapo Valley Road O Mahwah, NJ 07430 O (201) 512-9348 O info@nynjtc.org

TRAIL MAINTENANCE REPORTS — TRAIL CHAIR SUMMARY

TO: Conference Trails Chairs:

Please fill out and return to the Conference office this Trail Summary based on the maintainer and supervisor reports, which have been submitted to you. This summary report is due at the office.

COMPLETE AND RETURN TO THE OFFICE BY: no later than January 1st for the summer-fall period and August 1st for the winter-spring period.

Chair/Overseer Report for: Spring Fall (check one) Year:

Area of responsibility

Table with 7 columns: # Work Trips, # Different workers, Total worker hours, Total travel hours, *Administrative hours, Total Hours. Rows include Maintainers, Supervisors, Chair, Trail Crews, and Column totals.

*Please include time spent consulting, attending meetings, organizing workshops, and communicating.

1. Major projects accomplished:

2. Specific problems to be solved:

3. Please attach supervisors and trail crew chiefs reports. On reverse list any of your supervisors who have failed to report:

Description of work performed:

Chairs; please complete a summary of trail crew activity as indicated below:

Feet of new or relocated trail built		Feet of bridging built	
Feet of side-hilling completed		Feet of puncheon, (bog bridging) constructed	
Feet of abandoned trail restored		Feet of turnpiking completed	
Number of water bars and/or check dams built		Number of kiosks installed	
Number of timber steps built		Number and size of cairns built	
Number of stone steps installed		Number of downed trees removed	
Square footage of cribbed stepping		Other structures built _____	
Square footage of retaining wall built			
Number of steps for wet area crossings			

Signature _____

Date _____

April 4, 2008