

Guide for Volunteer CBI- Toddy Pond

1. Inspectors should **bring** a chair, sun and bug protection, and a clipboard if you have one. Identifying yellow t-shirts are available to all inspectors as well as a booklet “Native Plants of Toddy Pond”. **CBI forms** can be downloaded from the website toddypond.org. Forms should also be available in the black box behind the kiosk at the landing.
2. Paid inspectors usually **park** on the grassy knoll closest to the launching ramp. Please do not park in spots reserved for boaters or where you might impede a boater’s line of launch.
3. **Introduce** yourself by first name and as a Courtesy Boat Inspector and why you are there.
4. **Always get permission** to inspect a boat. We are now asked to also count and inspect the boat trailers already in the lot when you arrive.
5. If a boater refuses to give permission, thank him/her and walk away in a courteous manner. **Inspectors have no authority to prevent a boater from launching**, even if plants are evident. (You might ask the boater to please remove the plants first).
6. **Inspect all boats**, including small craft such as paddle boards, kayaks, and canoes. “How-to inspect” videos can be viewed on the website, toddypond.org. If there is any standing water in the boat, boaters are now asked to pull the drain plug, away from the lake, before entering and also after leaving.
7. The inspector gathers data on each boat **entering and leaving** including registration number and presence of a “milfoil sticker” for the current year (on motorized boats) and the last lake visited. If a motorized boat has no registration number or sticker, you may warn him that he could be fined but you cannot prevent the boat from launching.

8. In the box behind the kiosk, there is a handout including a **map of infested lakes** which boaters often appreciate having. If you are familiar with these lakes, you will be cued to do a very thorough inspection of a boat which was last on one of these lakes, also asking the boater if he was able to wash the boat prior to entering Toddy. Please add this info in “notes”.

9. Inspectors are not expected to “manage” the launch site. **You should not assist a boater** in the launching process, due to potential liability.

10. **The Maine Milfoil Law** makes it illegal to transport ANY aquatic plant, native or non-native, on the outside of a vehicle, boat, trailer, or equipment. If any plants are noted, ask permission to remove the plants. Most can be tossed in the woods away from the lake. Mark “Yes” for “Any Plants Found”. Any suspicious looking plant should be saved in a plastic bag with a small amount of water, labeled to match the data on the CBI form and given to the CBI coordinator. If the discarded plants are not submitted as suspicious, mark “No” in the column “Was the Plant Identified as Invasive?”

11. **Completed forms** can be left in the black box behind the kiosk.

12. If the **weather** is inclement, inspectors do not need to remain at the site.

THANK-YOU FOR HELPING TO PRESERVE TODDY POND!