Property Monitoring Report

Property:  
Easement/In Fee:  
Landowner Name:  Midcoast Conservancy  
Address: 290 US Route 1, P.O. Box 439, Edgecomb, ME 04556  
Phone: (207) 389-5150

Is this a new landowner?  □ No  □ Yes

Monitor Name:
Property Visit Date: __________  Time of Day: ______________
Weather and Ground Conditions: ___________________________________

1.  How was the landowner contacted? (For in-fee properties no landowner contact is necessary. For easement properties landowner should be contacted more than 10 days before monitoring visit)
   □ Phone  □ Mail  □ In Person  □ Not Contacted

   Did the Owner or another representative accompany the Monitor during the visit?

2.  Did the monitor review the terms of the easement, baseline document and/or the Project Background Form?
   □ Yes  □ No

3.  Which of the following were accomplished during the monitoring visit:
   Please note NA for those not applicable to this property

   Met with landowner  □ Yes  □ No
   Walked property boundaries  □ Yes  □ No
   Walked trails and woods roads  □ Yes  □ No
   Walked developed area  □ Yes  □ No
   Walked road frontage  □ Yes  □ No
   Walked shore frontage  □ Yes  □ No
   Walked property interior  □ Yes  □ No
Describe route taken and sketch on attached map

4. Please describe any man-made alterations observed (construction, new trails, timber harvesting, dredging/filling, etc.) and note the location, extent and purpose.

__________________________________________________________________
__________________________________________________________________
__________________________________________________________________

5. Please describe any natural alterations observed (flooding, fire, insect damage, erosion, etc.) and note the location and nature of the alteration.

__________________________________________________________________
__________________________________________________________________
__________________________________________________________________

6. Please describe any evidence of potential threats or problems on the property (use of abutting lands, etc.)

__________________________________________________________________
__________________________________________________________________
__________________________________________________________________

For Easement Properties:

7. Were any potential easement violations found on the property? If so, please describe.

__________________________________________________________________
__________________________________________________________________
__________________________________________________________________

8. Are any activities planned that might affect the easement in the future? Please note.

__________________________________________________________________
__________________________________________________________________
__________________________________________________________________

9. Please list any issues/concerns you may have discussed with the landowner (or you feel should be discussed the landowner):

__________________________________________________________________
__________________________________________________________________
__________________________________________________________________

10. Wildlife sightings and other observations:

__________________________________________________________________
__________________________________________________________________
__________________________________________________________________

11. Additional comments/recommended actions:
Has there been a recent change in ownership of the property? □ No    □ Yes

If so, please list the new landowners name, address and phone:

Time spent monitoring this year:__________   Photos taken?  ___No      ___Yes

Monitors Name: ____________________________
Address: ________________________________
Phone: _________________________________

Signature: _______________________________  Date: ________________

Please return form by November 15th to:

   Midcoast Conservancy
   Attn: Land Steward
   PO Box 439
   Edgecomb, ME 04556

   Many Thanks!

For office use:

Date report recv’d: ______________

Date reviewed and name: ________________________________

Action Needed: ___________________________________________
   None: _________________________________________________
   Follow-up: ____________________________________________

   Follow-up complete:_______________
**Photo Documentation Sheet:**
Please use the map you are provided with as a guide for photo documentation. Each year, monitors should take photos at the points marked on the map. Additional photos can be included, but it is important that the location is added to the map and a description of the site is included. Please remember to label your photos and assign a number.

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<th>Description of Location</th>
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