

A LANDOWNER'S GUIDE TO VFF FOREST CERTIFICATION

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Dear Friend of the Forest,

This information packet will help you understand the nitty gritty of VFF Forest Certification. It's important that you read VFF's *Introductory Information for Forest Landowners* packet prior to reading this information in this packet, as the introductory packet explains what VFF is all about and the varied ways you can participate in ecological forest management. Having read the introductory packet, if you now wish to certify your forestland, this is the packet for you!

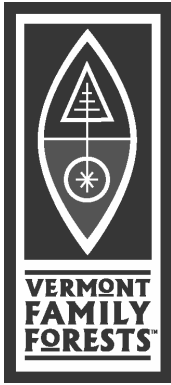
We've sequenced the information sheets in an order that we think will help you most easily understand the certification process, so we encourage you to read them in that order. There are a number of sheets in this packet, but don't be overwhelmed—the paperwork required for documenting certification standards is quite straightforward and very manageable! As you can imagine, the bulk of the paperwork exists to document timber harvests. Since certification makes the claim that the certified forest is ecologically managed, we must back up these claims with well documented monitoring of harvests that occur in that forest.

Once you've read these materials, give us a call so we can discuss your next step—setting up a visit to your property to launch the certification process. Please let us know if you have any questions.

May the Forest be With You!

Sincerely,

The VFF staff

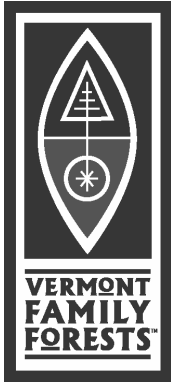


Step-by-Step Guide to Certifying your Forest

1. Read VFF's *Introductory Information for Forest Landowners* packet and *A Landowner's Guide to VFF Forest Certification* packet.
2. Contact VFF for a site visit. VFF's forester will walk your land with you and assess the steps you need to take in the forest to prepare for certification. (Some landowners need to do little—others need to upgrade access roads to comply with Vermont Acceptable Management Practices standards or paint boundaries.) We will also review your management plan (if one exists) and assess what additional information is needed to meet FSC and VFF requirements. We charge \$50/hour for this consultation, plus travel.
3. Assemble necessary components for certification. You'll need a management plan and map that meet FSC/VFF requirements, marked property boundaries, and access roads that meet Vermont Acceptable Management Practices standards. (You'll find a full description of certification requirements on the sheet, *What VFF Forest Certification Requires*.) Vermont Family Forests can prepare all necessary maps and plans for you at \$50/hour, or you can hire your own resource manager.

Should you opt to oversee the process yourself, VFF will provide you with the necessary templates and information to guide the process.

4. Sign VFF's *Memorandum of Agreement for Certified Forests* and pay a \$200 initial enrollment fee. As part of this enrollment fee, you will receive VFF's metal "Forest Steward" sign for your property. Thereafter, you will pay an annual certification fee, to cover the costs of our annual audit. The current annual fee is \$40.



What VFF Forest Certification Requires

When customers purchase Family Forest® brand products, they are assured that their products came from carefully monitored, ecologically managed forests. Ecological forest management conserves water quality, site productivity, and native biological diversity. VFF maintains the high standard represented by the Family Forest® brand by showing forest stewards how to implement the practices and then systematically monitoring family forests to assure that the ecological forestry practices are fully implemented.

When your land is enrolled in the Vermont Family Forests' certified pool of well-managed forests, you make a commitment to practice ecological forest management, including:

- Forest inventory systems that carefully assess forest health,
- Forest vegetation management that closely resembles natural forests, and
- Properly designed, constructed, and maintained access networks.

To maintain the integrity of the Family Forest® brand, VFF requires a signed Memorandum of Agreement, a comprehensive forest management plan, a natural community map, a stable access network, and marked property boundaries.

Below is a brief description of each certification requirement—what it is, why it's a requirement, and how you go about satisfying it:

MEMORANDUM OF AGREEMENT

A memorandum of agreement is a contract that establishes the responsibilities of VFF and participating landowners. Please read the enclosed MOA carefully, and be sure to check with VFF staff if you have any questions about the outlined responsibilities. A landowner may end his/her contract with VFF at any time by giving written notification.

MANAGEMENT PLAN

Certified management plans need to meet specifications established by our independent certified, the Forest Stewardship Council. While all forest management plans require forest inventory data collection, VFF management plans are often more comprehensive, and include information on condition of access roads, stream buffers, native habitat, natural communities, forest health, site quality, and specific landowner objectives. Vermont Family Forests offers management planning on a fee-for-service basis. We'd be glad to create your management plan, or we can provide you with plan and map templates if you'd prefer to complete the plan on your own.

NATURAL COMMUNITIES MAP

A natural community is “an interacting assemblage of organisms, their physical environment, and the natural processes that affect them¹”. In Vermont, ecologists have identified more than 80 distinct

¹ *Wetland, Woodland, Wildland – A Guide to the Natural Communities of Vermont*, by Elizabeth Thompson and Eric

natural communities. Managing land according to its natural community type allows managers to identify and conserve rare or fragile communities. Such mapping also allows managers to predict and manage for the plants and animals associated with each natural community.

As with preparation of a management plan, Vermont Family Forests can develop your natural communities map on a fee-for-service basis. Alternatively, we can provide a map template if you'd prefer to pursue mapping on your own.

BOUNDARY MARKING

It is important that your boundaries are correct and made clearly visible to avoid *timber trespass*—when someone harvests trees not on their own property. Most timber harvest contracts specify that the landowner is liable to pay the penalty (ranging from 1 to 5 times the current market value of the trees, plus damages) when a timber trespass occurs. VFF sells, at cost, latex boundary marking paint as an alternative to traditional oil-based boundary marking paints. Vermont Family Forests's boundary marking worksheet, *Painting Your Property Boundaries*, offers basic marking information and suggests other resources for more detailed marking information.

ACCESS ROADS

Vermont's Acceptable Management Practices were created to upgrade water quality and reduce existing risks of causing water pollution and site degradation. All private and public roads in Vermont must, by law, be designed and maintained according to Vermont's AMPs. Should VFF determine that your access roads need improvement to meet AMP standards, you will need to make the necessary improvements to meet your certification responsibilities.

When selecting an equipment operator to perform access road work, look for contractors who have lots of experience working in the forest and who are familiar with Vermont's AMPs. Vermont Family Forests can recommend equipment operators in your area.

CERTIFICATION FEES

Independent, third-party certification shows customers that we're really practicing what we preach. The Forest Stewardship Council, through its Smartwood certification program, provides this important verification. Such independent certification costs money, both for the annual audit performed by FSC and for staff hours required to enter new forests into our certified forest pool. Because of this, we charge a \$200 one-time fee to certify a new forest. This covers VFF's costs for reviewing your management plan, map, and MOA to assure compliance with all certification requirements. With this certification fee, you'll receive VFF's beautiful 9" x 20" metal Forest Steward sign for your forest. We also charge a \$40 annual fee to cover annual certification audit costs. If and when you carry out a timber sale, we will monitor the sale to ensure that it meets FSC requirements. We charge \$50/hour for monitoring, which typically takes two hours.



MEMORANDUM OF AGREEMENT FOR CERTIFIED FORESTS

C:\My Documents\VFF Management Area\CERTIFICATION\MOA, certified
forests.doc

Modified January 25, 2005

The Vermont Family Forests Foundation (VFF), a non-profit corporation, exists to conserve the health of the forest community, and when appropriate, to promote the careful cultivation of local family forests for community benefits. VFF believes that the three great conservers of family forests are well-informed stewards, sound economic returns from ecological forestry, and a community-shared land ethic.

The VFF Certification Project provides family forest owners, who carefully manage their lands, with affordable access to independent evaluation and certification of their forestry practices. Once certified, they may use the SmartWood label for public marketing and advertising and have access to VFF's full range of benefits and services.

This memorandum of agreement serves as a constitution for the VFF "Green" Certification Project and establishes the responsibilities of VFF and participating landowners.

VFF hereby agrees:

To develop and maintain a system for accurately identifying sustainable levels of timber harvests on a periodic basis.

To systematically review commercial timber harvesting plans in advance.

To provide the service of monitoring timber harvests to ensure adherence to the VFF Forest Management Checklist.

To maintain copies of the annual conformance reports, forest management plan, memorandum of agreement, and map for each property in the certified pool.

To provide a list of parcels participating in the VFF certified pool to SmartWood every year in conjunction with the annual audit.

To review and approve the forest management plans, maps, and practices of all family forest lands to be added to the VFF certified pool.

To only add parcels to the VFF certified pool when said parcels meet or exceed the following:

- a VFF-approved forest management plan and map
- a completed summary form for any upcoming, commercial timber sales
- a signed copy of the VFF "Memorandum of Agreement"

- acceptable management practices installed in substantial compliance with the Vermont AMPs
- clearly marked boundaries (i.e. paint spots on trees, corner monuments, and fence posts that are “intervisual” under full leaf conditions) by 2004 for current enrollees and within two years of enrollment for new enrollees
- a clear title
- a list of synthetic pesticides used with the past three years
- landowners who are committed to ecologically sustainable forestry as outlined in the VFF voluntary timber management practices.

To view each property in the certified pool as part of the larger ecosystem and to promote the protection of site productivity, water quality, and biological diversity on a regional basis by:

- developing a comprehensive template for forest management planning
- maintaining a list of recommended timber management practices
- establishing priorities for conservation or restoration and compiling a list of unusual or exemplary examples of plant communities occurring on VFF.
- establishing some regional coordination of its activities (such as GIS mapping) and attempting to incorporate information on the uses and condition of intervening land located between the forests in the certified pool.

To establish both a method of organizing the forest inventory and a monitoring program which serve as a data bank of the individual properties in the VFF certified pool along with a system to centralize and hold this information collectively for analysis, future planning, and marketing.

To assure that all forest management plans on all new and existing properties in the VFF certified land base contain the information listed in the VFF Management Plan Template. This will be completed when properties are enrolled, when plans are revised and updated, or prior to certified commercial timber harvesting.

To notify in writing any owners with forests in the certified pool when VFF determines there is non-compliance and the steps necessary to re-establish compliance.

To have a system for marking logs on the landing and of tracking the wood through the manufacturing process for all certified forest products within the VFF network.

The family forest owner participating in the VFF “Green” Certification Project agrees:

With the spirit and intent of VFF’s Mission and Principles.

To notify VFF in writing when: no longer interested in participating in the certified pool, or

- when long-term objectives are no longer in alignment with VFF’s Mission, Principles, and Voluntary Timber Management Checklist, or
- prior to implementation of activities which will deviate significantly from their approved forest management plan.

To submit a simple harvesting plan prior to any certified harvest that identifies marking guidelines, estimated volumes to be removed, and any special features or considerations.

To comply with the VFF Timber Management checklist to the maximum practical extent.



Vermont Family Forests

FOREST MANAGEMENT CHECKLIST

Practices to conserve healthy forests by protecting water quality, site productivity, and native biological diversity in forests managed for timber.

Updated 3/7/06

Introduction

Vermont Family Forests, Inc. is a not-for-profit organization that works to conserve the health of the forest community and, when appropriate, promotes the careful cultivation of local family forests for community benefits. Vermont Family Forests (VFF) has adopted a set of principles to guide forest management activities. One of these principles states that “**ECOLOGICAL FORESTRY** should conserve native biodiversity, water quality, site productivity and scenic beauty; use only biological pest control; and mimic natural processes.”

The following forestry practices have been designed for forest friends and stewards who are interested in practicing ecological forestry. They are most applicable to the following natural community types: Northern Hardwood Forest; Rich Northern Hardwood Forest; Mesic Red Oak-Northern Hardwood Forest; Red Spruce – Northern Hardwood Forest; Hemlock-Northern Hardwood Forest; Mesic Maple-Ash-Hickory-Oak Forest; and the Valley Clayplain Forest.

Accessing the Family Forest

Skid Trails, Truck Roads, and Log Landings

- ✓ Avoid spring harvests and/or rutting that extends beyond the A soil horizon.
- ✓ It is strongly recommended that all skid trails, truck roads, and log landings be flagged or otherwise marked prior to the inception of harvesting
- ✓ Properly buffer and protect special habitats such as cliffs, caves, talus slopes, beaver meadows, vernal pools, spring seeps, and remnant patches of old growth forest.
- ✓ Use logging equipment that minimizes residual stand damage and soil compaction.
- ✓ The timber harvesting access network -- including truck roads, skid trails and log landings -- should be carefully designed and constructed and should not expose mineral soil on more than 10% of the treated area.
- ✓ Truck roads should be built at grades from 3% to 10% and skid trails should be built at grades from 3% to 15%.
- ✓ Winter harvesting is preferred to protect breeding birds. Delay summer harvests until after August 1st.
- ✓ Skid trails, truck roads, and log landings -- located on easily compacted soils -- should only be used when adequately dry or frozen.
- ✓ Minimize the width, number and extent of truck roads and skid trails -- particularly in or near sensitive areas such as stream crossings, protective strips, and steep slopes.
- ✓ Road and trail networks should be planned to avoid fragmenting forest blocks and to avoid creating linear openings in the forest. These can serve as vectors for predators or contribute to desiccation of leaf litter on the forest floor.

- ✓ Truck roads and skid trails should be properly drained during and after use according to Table 1 in the Vermont Acceptable Management Practices (AMPs). The drainage structures should remain fully functional with post-harvest use.
- ✓ Log landings should: be located on nearly-level, stable ground; be kept away from protective strips; have water diversions installed; and be graded to prevent erosion and sedimentation.

Protective Strips and Buffer Strips

- ✓ Protective strips -- characterized by minimal soil disturbance, nearly-complete canopy closure, and many large, mature trees -- should be maintained between the access network and surface waters according to Table 4 in the Vermont AMPs at a minimum.
- ✓ Areas of exposed soil that occur within the protective strip should be seeded using native species and sources to the maximum extent possible and mulched according to Table 3 in the AMPs.
- ✓ Stream buffer strips should: be kept free of logging vehicles; have only little or no tree cutting; and be at least 25 feet in width.

Stream Crossings

- ✓ Stream crossings should be restored and non-permanent structures should be removed as soon as possible.
- ✓ Streams should be crossed with bridges or culverts which are properly sized according to Table 2 in the Vermont AMPs and installed at right angles.
- ✓ Sediment should be prevented from reaching streams by using turn-ups or broad-based dips on truck roads and skid trails prior to all stream crossings.
- ✓ Drainage ditches should not feed directly into streams or other surface waters.

Closeout

- ✓ Post-harvest use of the access network should be restricted in order to prevent erosion, compaction, and site disruption.

Vegetation Management in the Family Forest

- ✓ The single tree and small group (canopy openings of 0.25 acres or less preferred but up to 1.25 acres accepted) selection methods should be used for communities with gap-phase replacement (e.g. northern hardwoods) and the irregular shelterwood method should be used for communities with stand-replacing disturbance regimes (e.g. spruce-fir). Clear-cutting should be avoided.
- ✓ Promote an uneven canopy in the forest by creating small canopy gaps through natural processes or by cutting.
- ✓ Create gradual or soft edges between habitats. Allow shrubs, saplings, and some overstory trees to remain along the harvest boundary. Edges may also be “feathered” by retaining more trees closer to the uncut forest and gradually fewer trees closer to the harvested area.
- ✓ Retain at least of 6 cavity, snag, and/or decadent, living trees per acre on average, with one exceeding 18 inches diameter breast height (DBH) and 3 exceeding 16 inches DBH.² Leave trees that have cavities of varying sizes and are located in the upper trunk of the tree. Also, give priority to hardwood trees with cavities, rather than

2

To address safety issues, this may be accomplished by clustering cavity and snag trees in areas such as riparian zones and wetlands and away from access roads and trails.

softwood, as they remain intact longer.

- ✓ Retain at least 2 down trees or logs per acre exceeding 14 inches in diameter on average.
- ✓ Grow the largest trees and use the longest rotations possible within site and log quality limitations. Use uneven-aged management by area regulation whenever possible. Timber harvesting should generally raise the average (mean) diameter of the residual dominant and co-dominant trees of the forest.
- ✓ Any forest management in natural communities that are ranked as “very rare”(S1) and “rare” (S2) or in natural communities ranked as “uncommon” (S3), “common” (S4), and “very common”(S5) but with little or no evidence of past human disturbance should be reviewed and approved by the VT F&W Natural Heritage Biologists.
- ✓ When planting, use only local sources of native species, plant three or more species, and include deciduous species.
- ✓ When thinning or regenerating stands, favor native species over non-native species and trees and shrubs that produce seeds and fruits.
- ✓ Use natural regeneration to the maximum practical extent.
- ✓ Biological legacies of the forest community -- including coarse dead wood, logs, and snags; trees that are large, living, and old; buried seeds; soil organic matter; invertebrates; sprouting plants; and mycorrhizal fungi -- should be protected to aid in post-harvest recovery and to keep the forest from becoming "oversimplified".
- ✓ Promote the seed bearing capacities of poorly represented members of the forest.
- ✓ Tree felling should be avoided on slopes exceeding 60%.
- ✓ Leave all materials that are less than 3 inches in diameter on the site. Create brush piles to provide cover.
- ✓ Promote a vertical stand structure that includes over-story, mid-story, shrub, and herbaceous vegetation layers.
- ✓ The use of pesticides -- including insecticides, fungicides, and herbicides -- should be extremely limited and only those pesticides accepted by the Northeast Organic Farming Association should be used.
- ✓ The use of non-petroleum bar and chain oil and hydraulic fluid is strongly encouraged.
- ✓ The use of genetically modified organisms or “GMOs” should be avoided.
- ✓ Residual stand damage -- including basal wounds, broken and/or scraped tops, and exposed roots -- should be confined to 10% or fewer of the dominant or co-dominant trees.
- ✓ It is recommended that all trees to be removed be marked prior to the inception of harvest.
- ✓ Average annual harvest volumes should not exceed 70% of the average annual growth.
- ✓ Avoid grazing by domestic animals.

Sensitive and Special Habitat Areas

Areas including wetlands, raptor nests, upturned tree roots, seeps, vernal pools, hard/soft mast species, and other unique or fragile, natural or cultural sites including areas of historical or community significance sites require identification and protection.

Harvesting and road building in wetlands, including the construction of new roads or expansion of the width of existing roads by more than 20%, will require a permit or review by the Wetlands Office of the Water Quality Division (802) 241-3770. The UVM publication "Wetlands Rules and Regulations: What they mean to your logging operation in Vermont" should be referred to when building or upgrading access and managing vegetation around wetlands.

VFF Forest Management Plan Template

For the property of

XXXXXXXX

Located in

xxx, Vermont

date

Landowner

Date

Landowner

Date

Forest Planner

Date

Vermont Family Forests

Date

Property Data Summary

Landowners' Names:

Street Address:

Town: State: Zipcode:

Phone Number: (Optional)

FAX: (Optional)

E-mail: (Optional)

Town Where Land Is Located:

Grand List Description:

Orthophoto Numbers:

Forest Management Plan Update Overview: (Purpose of plan, background plan information, UVA history, summary of work completed, harvesting history, etc.)

General Description of Property: (Location special points of interest, acreage summary, previous owner, boundaries, etc.)

Natural Setting: (Topography, geology, soils, natural communities)

Primary Landowner Objectives

- Protecting water quality
- Maintaining site productivity
- Maintaining biological diversity
- Protecting rare and endangered species
- Maintaining a healthy forest
- Protecting cultural resources
- Maintaining a forest in good condition for future generations
- Enhancing scenic beauty
- Having a place to find peace and solitude
- Recreation activities including walking, cross-country skiing, hiking, and bird watching on well designed and maintained trails
- Producing high quality forest products on a sustainable basis

Area Number:
Natural Community Type:

Acreage:

---OVERVIEW ---

LAND USE AND SITE DISTURBANCE HISTORY--- (FOREST PASTURING AND CUTTING HISTORY, YEARS SINCE AGRICULTURAL ABANDONMENT, ETC.)

--- FOREST HEALTH ---

Conservation & maintenance of soil and water resources

Water Quality Practices			
Satisfactory	Needs Work	Not Applicable at Present	
			Protective strips with minimal soil disturbance, nearly-complete canopy closure, and many large trees are maintained between the access network and surface water.
			There is little or no exposed soil in the protective strip.
			Stream crossings have been properly restored and non-permanent structures have been removed.
			Bridges and culverts are properly sized and installed at right angles across streams.
			Sediment from roads and trails is prevented from reaching streams by turn-ups or broad-based dips.
			Drainage ditches do not feed directly into streams or other surface waters.

Soils and Site Productivity--- (Notes:)

Soil type:

Site index: Species:

Site class:

Allowable Cut (70% of total growth per year):

 Xx board feet/acre/yr

 Xx cords/acre/year

Access Network--- (Notes: location, extent, condition, operability, erosion extent, special features, etc.)

Access Network Practices			
Satisfactory	Needs Work	Not Applicable at Present	

			The timber harvesting access network including truck roads, skid trails, and log landings is well located and occupies less than 10% of the area.
			Truck road grades are 3% to 10% and any grades in excess of 10% are less than 300 feet in length.
			Skid trail grades are 3% to 15% and any grades in excess of 15% are less than 300 feet in length.
			Truck roads are properly drained according to the VT AMP's.
			Skid trails are properly drained according to the VT AMP's.
			Log landings are on nearly-level, stable ground; away from protective strips; have water diversions installed; and are properly graded to prevent erosion and sedimentation.
			Post-harvest use of the access network has been restricted prevent erosion and site disruption.
			Sediment from roads and trails is prevented from reaching streams by turn-ups and broad-based dips.
			Drainage ditches do not feed directly into streams or other surface waters.

The most advanced soil erosion on:	Skid trail(s)	Truck road(s)	Log landing(s)
None to slight			
Rill (1-6" deep)			
Initial gully (6-12" deep)			
Marked gully (12-14" deep)			
Advanced gully (+24" deep)			
Not applicable			

Conservation of biological diversity

Habitat Conditions		
Satisfactory	Needs Work	
		There are at least 6 (1-18"+; 3-16"DBH+) cavity and/or snag trees per acre.
		There are at least 2 (14"+) down trees per acre.

Wildlife Use and Habitat Observations--- (Notes: Bear use, Deer browse, Hare browse, Moose browse, Mast species:, Aspen clones, Vernal pools, Caves and mines, Seeps, Deer wintering areas, Notes:

Unique and/or Fragile Communities--- (Notes:)

- Timber management in natural communities ranked as "very rare" (S1) and "rare" (S2) has been reviewed and approved by VTFW Natural Heritage Biologists.
- Timber management in natural communities ranked as "uncommon" (S3), "common" (S4), and "very common" (S5) but with little or no evidence of past human disturbance has been reviewed and approved by VTFW Natural Heritage Biologists.
- No Unique communities noted.

Maintenance of forest ecosystem health

(Notes: Processes or agents beyond the range of historic variation, insects, disease, exotic species, domestic animals, etc.)

Satisfactory	Needs Work	
		Invasive exotic species do not pose a significant threat.
		Domestic animals have been prevented from grazing in the area.

-- FOREST USE --

Maintenance of long-term socio-economic benefits

Cultural Elements or Archeological Sites--- (Notes: Stonewalls or piles; Cellar holes; Fence (barbed wire); Structure; Dump; Evidence of former road; Remnant landscape plants (lilac, apples, day lilies); Sites of cultural, historical, archaeological, and community significance should be identified and included on forest maps.

Recreation--- (Notes: Existing uses, condition of trails, roads, and recreation facilities. Notes:)

Scenic Beauty--- (Notes: On and off site visibility, quality, issues. Notes:)

Maintenance of productive capacity

Access Distance:

BAF: **Number of points:** **Date of data collection:**

Present Age Class of Dominants and Co-Dominants: years

Dominant and Co-Dominant basal area per acre: xx sq. ft.

Acceptable Timber Growing Stock basal area per acre: xx sq. ft.

Quadratic Mean Stand Diameter: x.x inches

Number of Dominant and Co-Dominant trees per acre: xx

Species Composition:

Species	% of Total Basal Area of Dominants and Co- Dominants

Stand Age Class Structure: (Even-aged; Two-aged; Uneven-aged; Being regenerated)

Timber Status: (Non-stocked – less than 10% commercial species; High risk – won’t last 10 years; Sparse stand – total basal area less than “C” level; Low stand quality – acceptable growing stock basal area less than “C” level; Economically mature – 50% of the area is within 5 years of maturity age; Immature – more than 5 years to maturity, less than 50% of basal area is mature.

Even-Aged Timber Stands: (Overstocked; Well stocked; Adequately stocked; Inadequately stocked)

Uneven-aged Timber Stands:

Size Class Distribution		Existing Basal Area (square feet/acre)			
(name)	(inches DBH)	Total	AGS	UGS	Cull
Poles	6-10"				
Mid-size	12-14"				
Large trees	16"+				
Elders and seedlings					

Timber Quality:

Dominant and Co-dominant Trees		
QUALITY	<i>Basal Area</i>	#Stems
	(square ft/acre)	(per acre)
Acceptable – USFS Tree Grade #2 or better		
Non-acceptable – less than #2 but could be sold		
Cull – no sawtimber potential		
Mature –USFS Tree Grade #2 or better & at goal age or DBH		
Other – as assigned		

Regeneration--- (**Notes: species, extent, vigor, browse, competition, etc.**)

--- PRIMARY LANDOWNER OBJECTIVES FOR AREA ---

- Protecting water quality
- Maintaining site productivity.
- Maintaining biological diversity.
- Protecting rare and endangered species.
- Maintaining a healthy forest.
- Protecting cultural resources.
- Maintaining a forest in good condition for future generations.
- Scenic beauty.
- Peace and solitude.
- Recreation including walking, cross-country skiing, horseback riding, hiking, and bird watching on well designed and maintained trails.
- Maintain existing pasture by clearing very young trees on productive site.
- High quality sawtimber.

--- SCHEDULE OF MANAGEMENT ACTIVITIES ---

(* ± 3 years from this date)

Long Range Vegetation Management Objectives and Approaches ---

Even age Management:

Rotation age:

Stewardship cycle: years

acres to regenerate: per year or per stewardship cycle.

Or:

Uneven-aged Management:

Desired diameter (DBH) for principal species:

Maturity age: years

Stewardship cycle: years

acres to regenerate: per year or per stewardship cycle

Management Activities --- (Notes: Silvicultural Guide: practice description, potential cost-share, include access, wildlife and water quality practices, seasons for operation)

Year* Acres Forest Management Practices

No treatment recommended. Reexamine in 10 years.

Pre-commercial cleaning. Specify:

Crop tree release. Specify: (Type of trees to be released, # per acre)

Intermediate thinning. Specify:

Individual tree selection. Specify:

Group selection. Specify: (Intent, size range, target BA between openings)

Irregular shelterwood. Specify:

Salvage cut. Specify:

Control invasive exotics. Specify:

Planting. Specify:

Increase the number of large cavity and snag trees.

Increase the number of down trees.

Retain wind-firm “legacy” trees.

Prevent grazing by domestic animals.

Improve grade on portions of skid trails, truck roads, and/or landings.

Install erosion control on skid trails, truck roads, and/or landings.

Improve stream crossings.

Remove non-permanent structures at stream crossings.

Reduce unauthorized use.

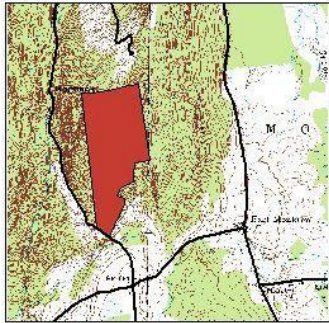
List measures to protect sites of cultural, historical, archaeological, and community significance.

Forest Management and Natural Community Map

Sample Parcel

115 acres

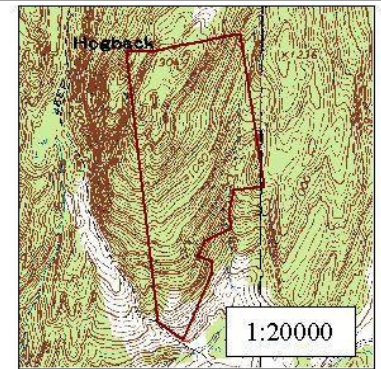
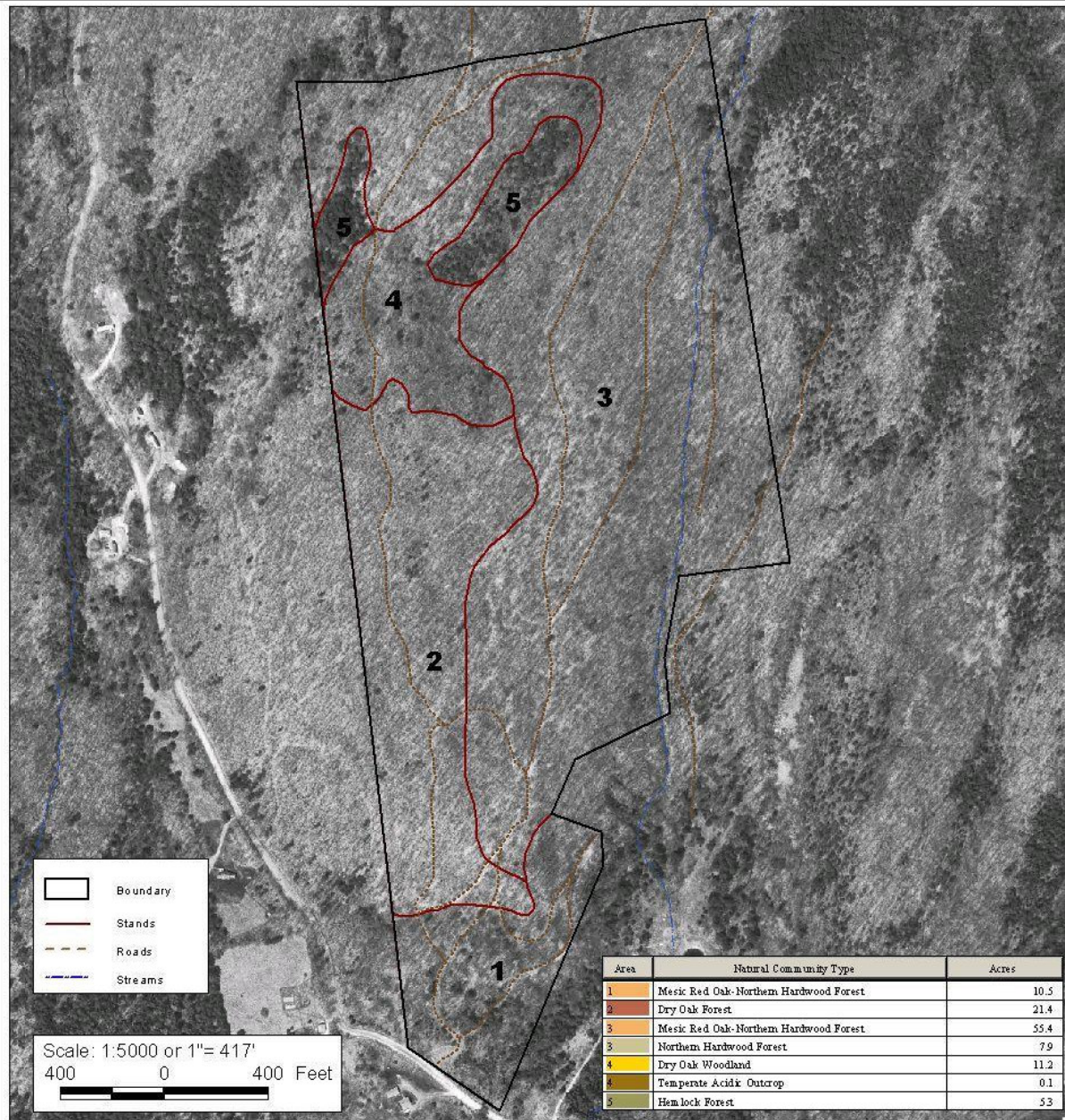
Location



This property
is part of



P.O. Box 254
Bristol, VT 05443
www.familyforests.org
802.453.7728



Map Notes:

Natural Community Field Review -
Vermont Family Forests, August 2003.

Natural Communities based on information
contained in Thompson, Elizabeth, H., and
Sorenson, Eric, R. (2000) Wetland,
Woodland, Wildland: A Guide to the Natural
Communities of Vermont.
University Press of New England.

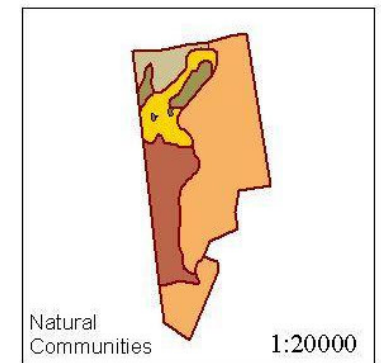
Final GIS map produced by Vermont
Family Forests.

Vermont Mapping Program Orthophoto base:
100188.

Tics in NAD 27.

This map is not a survey.

Map printed: August 12, 2002





VFF CERTIFIED TIMBER HARVEST PROCEDURES AND PROTOCOL

Updated 5/2004

Timber Harvesting on Certified Family Forests

In all harvests that occur on lands in the certified pool, it is important that the selection of timber to be harvested promote ecological forest management, that harvest activities be conducted in compliance with the VFF Forest Management Checklist, and that records be maintained to document procedures and the flow of products. This paper outlines that protocol.

Timber Harvesting

Before any harvesting occurs, the landowner is responsible for submitting a Timber Harvest Plan (see attached). At this time, VFF will conduct a pre-harvest assessment to determine if the proposed harvest and other management activities such as road access and boundary marking are in compliance with VFF standards. This assessment may require a site visit or that requirement may be waived. If no remedial work is deemed necessary, the harvest plan will be approved and the landowner will be given a copy of the signed Timber Sale Harvesting Plan, Summary, & Certificate and will be assigned a certified timber harvest number.

At this time, VFF shall also submit a proposal for in-process harvest monitoring and associated fees (see attached). These proposals will vary with timing and volume of the harvest, the fragility of the site, and the difficulty of monitoring and other factors. In-process monitoring may also be waived in some circumstances. Once harvesting begins, VFF will provide the landowner, logger, or trucker with VFF Log Delivery Tickets if no remedial work is deemed necessary during the in-process monitoring visit(s).

Post-Harvest Assessment

Following completion of the timber harvest, the landowner shall notify VFF and schedule a post-harvest assessment. This assessment will look at compliance with the Forest Management Checklist, suggest any necessary remediation, and document practices and harvest volumes for Certification compliance in the VFF database. VFF's timber harvest monitoring services generally cost approximately \$100 per harvest.

Certification Documentation

Certification compliance requires at a minimum the following practices and documentation:

- Management plan is current for area to be harvested and includes natural community typing. If area to be harvested is an S1 or S2 (critically imperiled or imperiled within the state of Vermont) natural community, harvest plans must be reviewed by a forest ecologist.
- A Timber Harvest Plan is submitted prior to cutting trees.
- VFF Log Delivery Tickets are filled out and submitted for logs skidded to a landing for trucking or on-site milling.

- A post harvest site visit is scheduled and the resulting assessment and actual harvest volumes are recorded in the VFF database.

Sample Certified Harvest Timeline:

- Landowner and/or forester complete Timber Harvest Plan.
- VFF returns approved Timber Harvest Certificate, in-process monitoring proposal.
- Landowner contracts with logger, begins harvest.
- VFF conducts mid-harvest assessment, issues Log Delivery Tickets.
- Landowner or an individual working for the landowner coordinates completion of Log Delivery Tickets, notifies VFF of completion of harvest.
- VFF completes post harvest assessment and records results.
- Landowner schedules any necessary remedial work.



TIMBER SALE HARVESTING PLAN, SUMMARY, AND CERTIFICATE

C:\My Documents\VFF Management Area\CERTIFICATION\Timber Sales\Timber Sale Harvest Plan.doc
Updated 12/1/04

Date: _____
Timber Sale Name: _____
VFF Parcel Number: _____

Landowner: _____ Address: _____ Town: _____ State: _____ Zip: _____ Phone: _____ FAX: _____ E-mail: _____
Logging Operator: _____ Address: _____ Town: _____ State: _____ Zip: _____ Phone: _____ FAX: _____ E-mail: _____
Purchaser: _____ Address: _____ Town: _____ State: _____ Zip: _____ Phone: _____ FAX: _____ E-mail: _____
Consulting Forester: _____ Address: _____ Town: _____ State: _____ Zip: _____ Phone: _____ FAX: _____ E-mail: _____

PRE-SALE INFORMATION

Stands To Be Operated: _____

Acres: _____

(Please attach a map of the timber sale area.)

Silviculture

Stand # silvicultural treatment (selection, group selection, irregular shelterwood, other)

_____	_____
_____	_____
_____	_____
_____	_____

Marking Guidelines

Special Features or Considerations



Monitoring Proposal for VFF Certified Timber Harvest

May, 2003

Monitoring timber harvests is a crucial part of certification. It can provide documentation and proof that what is occurring on the ground follows activities outlined in the management plan. This proof is required to back up the certified label. Monitoring can also help prevent site degradation in the woods by catching potential soil and water quality issues before they become a problem. Monitoring may be required before a timber harvest starts to ensure compliance with the certified checklist. Depending on the size and location of a harvest, monitoring may be required during the harvest and a post-harvest visit is always required to monitor compliance with Vermont's Acceptable Management Practices on all access roads.

Landowners are welcomed and encouraged to participate in timber harvest monitoring.

Landowner:

Timber Harvest Number:

Comments:

Number of proposed monitoring visits concurrent with timber harvest:

Fee associated with each visit:

Estimated Total Cost:

VFF Director of Forestry Date

Landowner Date

**ACCEPTABLE MANAGEMENT
PRACTICES FOR MAINTAINING**

Water Quality

**ON LOGGING JOBS
IN VERMONT**

Available online at <http://www.vtfpr.org/pdf/waterq.pdf>

Hard copy available from
Vermont Dept. of Forests, Parks, and Recreation
103 S. Main St., Bldg 10 South
Waterbury, VT 05671-0602



PAINTING YOUR PROPERTY BOUNDARIES

Good fences make good neighbors.

—Robert Frost, “Mending Wall”

Landowners wishing to certify their forestlands with Vermont Family Forests need to clearly mark their property boundaries. Though this may sound daunting, the process is really quite straight-forward, and can be downright enjoyable!

Here’s what you need to do:

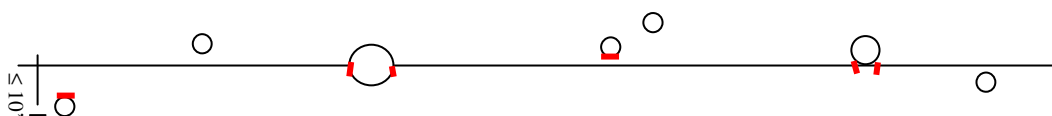
1. **Identify your boundaries.** Use your survey map to identify the blazes and monumentation with which the surveyor marked the property boundaries.

2. **Repaint blazes.**

Vermont state law allows property owners to maintain existing boundary monumentation. Here’s how:

(Note: When painting old blazes, do not make new marks with an ax, as only licensed surveyors can add to survey monumentation in any way.)

- **Paint centerline trees with a 2"x6" vertical mark at the two points that the tree intersects the property line.**
- **Trees on either side and within 10’ of the property line receive a single 3" to 4" wide band facing the property line. (Only paint the half of the tree facing the line.)**
- **Trees indicating a directional change receive a double 3" to 4" wide band painted on the side of the tree to which the property line changes direction.**
- **Corner trees located within 5' of the corner receive a triple 3" to 4" wide band on the side of the tree directly facing the corner stake or post.**



3. Cut away limbs or brush that hide existing blazes from view.

4. Maintain corner monuments by cutting away brush and dead limbs around the monument. Paint the monument itself, but not the whole mound of stones. Also repaint pointers. If the monument is in bad shape or missing, contact a licensed land surveyor to perform remonumentation.

Latex Boundary Marking Paint

Most boundary paints are petroleum oil-based. Chemicals used in the production of oil-based paint can threaten human health and the health of the natural environment if handled or disposed of improperly. VFF stocks red, latex boundary marking paint. This paint has a weathering durability of 4-9 years and has an added solvent that allows cold-weather application. VFF sells the paint at cost, for \$20/gallon.

One mile of boundary line requires roughly one gallon of paint.

For more information on boundary marking:

Working With Your Woodlands: A Landowner's Guide. Mollie Beattie, Charles Thompson, and Lynn Levine. University Press of New England: Hanover and London, 1993. pp. 85-91.

United States
Department of
Agriculture

A Landowner's Guide to Building Forest Access Roads

Forest Service

**Northeastern
Area**

State and
Private
Forestry

NA-TP-06-98

Radnor PA
July 1998



You can view this excellent guide on line at
www.na.fs.fed.us/spfo/pubs/stewardship/accessroads.htm or
order a free copy of the manual on line or by calling **610-557-4114**.

Richard L. Wiest

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