



BOARD OF OVERSEERS

Policy Number: 105
Policy Name: Tractor Policy
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Related forms: none

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Tractor Policy

Purpose

In response to the oft-repeated concerns of islanders and the recent significant expense to repair the island tractor, the Board of Overseers believes it is time to update the policy and procedures for using the island tractor.

Concerns

The concerns of islanders can be summarized as:

- **Accessibility.** The use of the tractor being monopolized by a few islanders resulting in a lack of availability to other islanders
- **Damage.** The tractor being damaged without the responsible party reporting or paying for the resulting repairs
- **Safety.** The tractor being used by untrained users

Superintendent's role

The Bustins Island Superintendent manages the use of the island tractor and is available to assist and train islanders unfamiliar with its operation.

Notwithstanding the above, the Superintendent reserves the right to use the tractor at any time.

Policy

- **Users** – islanders with a valid state driver's license wishing to use the tractor must first be certified as trained for its use by the Superintendent.
- **Time limit** – An islander may use the tractor for up to four hours per week by signing it out on forms maintained by the Superintendent. Multiple users on the same project will be considered as a single user.

- Additional time – Islanders wishing to use the tractor for more than 4 hours must schedule the additional time in advance with the superintendent. There will be a charge of \$20.00 per hour beyond the allowed 4 hours to cover fuel and routine maintenance.
- Sign in/sign out - The Superintendent shall maintain a sign in/sign out form that must be filled out in good faith by anyone wishing to use the tractor. The form shall require name of user, time of use, nature of project, location of project, and upon returning the tractor, time of return and any damage caused by user
- Notwithstanding the above, the Superintendent reserves the right to use the tractor at any time.

Fuel

The Superintendent is responsible for refilling the fuel. If the tank is low, please report it. Islanders are not permitted to put fuel in the tractor unless directed by the Superintendent.

Revocation

Users of the tractor are responsible for any damage to the tractor, persons or property caused by their use. Permission to use the tractor may be revoked for misuse, neglecting to report damage or otherwise not following the above policy.