

**VERMONT INFORMATION CENTER DIVISION
OVERVIEW & CONDITIONS FOR CONDUCTING INTERSTATE MOTORIST
AID REFRESHMENT BREAK
(Effective January 2010)**

OVERVIEW

The Motorist Aid Refreshment Program was officially sanctioned by the Vermont State Legislature in 2003 by the passage of Act 56 (H. 454) in the Transportation section of the Capital Bill. The program which is run by the Vermont Information Center Division (VICD) staff provides the visitor with fresh hot coffee thus allowing the traveler the opportunity to take a safety break and depart as a more alert and safe driver.

Over the years the VICD has encouraged and allowed any non-profit interested an opportunity to host the safety break. The non-profit hosts the break by providing baked goods and/or some type of snack to the visitors on a donation basis and may have a container visible for the collection of the donations.

Federal law prohibits the sale of any item or product except that which may be purchased from a vending machine at federally funded rest areas. The vending machines that are permitted under the federal Randolph-Shepherd Act require the receipts be turned over to the State Agency working with the Blind and Visually Impaired. Thus the Federal law is the reason why the non-profit cannot **sell** their goods. However as mentioned you may have a container visible for the collection of donations.

RULES

- 1. Refreshment breaks will be conducted from MAY-OCTOBER (exceptions may be made on a case by case basis at the discretion of the supervisor). Sharon North Welcome Center breaks can be conducted year round.**
- 2. Refreshment breaks are limited to ONE WEEKEND PER MONTH per group.**

Definition of Non-Profit Organization

An organization wanting to use an interstate Travel Information Center must be eligible under the IRS code defining a non-profit organization.

Provisions Required – Food Cleanup

The sponsoring organization is required to furnish all tables, chairs, cups, food, or other amenities needed to host the refreshment break. Your organization will be expected to clean up any litter caused by the refreshment break.

Supervision – Staffing – Contacts

All Motorist Aid Refreshment breaks must have adult supervision. Those conducting the refreshment break(s) are responsible for maintaining orderly and professional conduct while serving the public at the Travel Information Center(s).

The Motorist Aid Refreshment contact person from your organization is responsible for notifying all individuals working on the break(s) of the overview and conditions for

conducting these breaks. **For any changes after your application has been accepted, please contact Mike Tierney or Kathy Satterfield by phone (802-828-5981) or by e-mailing them at cri.center@state.vt.us.**

Space and Setup

Tables must be set up wherever the Travel Information Representative instructs. Clear access to all tourist information centers as well as the desk in the Travel Information Center lobby must be maintained by the group at all times. The Information Desk is not for use by those doing the refreshment break(s). It needs to be available at all times for use by the Travel Information Representative to assist the traveling public.

Due to space limitations, all non-profit groups should plan on hosting the refreshment break outside. However, during inclement weather your organization may be invited to share our limited space inside.

Questions from Public

Whenever a Travel Representative is present, **ALWAYS** refer any questions posed by the public to the Representative.

Interstate Safety

Use of the Interstate Cross-over marked as “NO-U-TURNS” is not permitted. The placement of signage along the “Main Line” of the Interstate is prohibited. Not only is placement illegal under Vermont’s Sign Laws, but hazardous as well.

Reserved Rights

The Department of Buildings and General Services reserves the right to cancel Motorist Aid Refreshment break activities and will attempt to provide adequate notice. In the event of an emergency, the state also reserves the right to cancel Refreshment Break activities at any time without notice.

FAILURE TO FOLLOW THESE RULES MAY JEOPARDIZE YOUR SCHEDULING FUTURE MOTORIST AID REFRESHMENT BREAKS. THE STATE RESERVES THE RIGHT TO REFUSE FURTHER SCHEDULING OF REFRESHMENT BREAKS IF ANY OF THE ABOVE IS NOT FOLLOWED.

Liability – Indemnity

The use of an Interstate Travel Information Center for a non-profit hosted Motorist Aid Refreshment Break is the responsibility of the host organization. The State of Vermont and its employees do not accept any responsibility or liability for an injury to a traveler using the services of a Motorist Aid Refreshment Break or to anyone working on the break. Neither the State nor its employees accept any responsibility or liability for the damage to or loss of any equipment or material belonging to the organization operating a Motorist Aid Refreshment Break.

The host organization will act in an independent capacity and not as officers or employees of the State. The host organization shall indemnify, defend and hold harmless

the State and its officers and employees from liability and any claims, suits, judgments, and damages arising as a result of the organization's acts and/or omissions relating to the Motorist Aid Refreshment Break.

Please date and sign the Motorist Aid Refreshment Program Location Form and return this document to Mike Tierney or Kathy Satterfield. This assures that you have received the information and are aware of your responsibilities and liabilities. **Please note that some sites can only accommodate outside coffee breaks.**

Motorist Aid Refreshment Locations and Phone Numbers

Bradford 793-2863	Derby 793-2863	Fair Haven 265-4763	Georgia North 793-2863	Alburgh 793-2863
Hartford 296-2397	Lyndonville 793-2863	Waterford 793-2863	Randolph 728-7074	Sharon 281-5216

NOTE: For Guilford please call 254-4593
For Williston North or Southbound call 863-3489

MOTORIST AID REFRESHMENT LOCATION FORM:

Information Center Requested _____

Northbound _____ **Southbound** _____

(Certain sites may be closed for construction. You will be notified if this happens.)

Date(s) Requested: _____

Funds will be used for: _____

Name of Organization _____

Description of Organization:

Refreshment Break Contact Person _____

Address _____

Town _____ **State** _____ **Zip** _____

Phone Numbers: Home: _____ **Work:** _____

E-mail address: _____

I have read the Overview and Conditions for Conducting Interstate Travel Information Center Motorist Aid Refreshment Breaks and agree to the conditions set forth.

Signature of Contact Person _____

Date _____

Please date and sign on the lines above. This assures that you have received the information and are aware of your responsibilities and liabilities.

Please return completed and signed form to:

Mike Tierney/Kathy Satterfield
Capital Region Visitor's Center
134 State Street
Montpelier VT 05602
802-828-5981