



The NH LAKES Lake Host Program Training Manual



Brought to New Hampshire's lakes and ponds by local groups and NH LAKES.



Funding is provided by the NHDES, private foundations, municipalities, lake associations, and individuals.



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LAKE HOST PROGRAM

2002 - 2025

Summary and Accomplishments



COURTESY BOAT INSPECTIONS



INVASIVE SPECIES REMOVED

1,680 'saves' at 62 waterbodies over 24 years

- Fanwort **816**
- Variable milfoil **670**
- Eurasian milfoil **102**
- European naiad **24**
- Chinese mystery snail **25**
- Water chestnut **20**
- Curly leaf pondweed **17**
- Zebra mussel **3**
- Hydrilla/ Brazilian waterweed **1**
- Common reed **1**
- Purple loosestrife **1**

PARTICIPATION

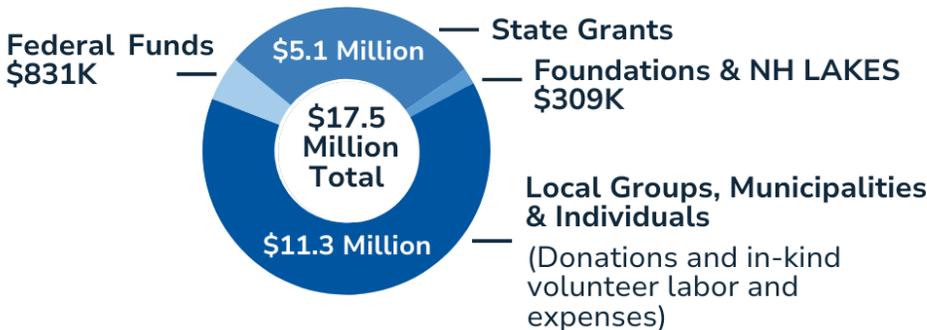
Boat Ramps Covered



Lake Host Inspectors



PROGRAM FUNDING OVERALL (2002 - 2025)



Preventing the spread of aquatic invasive species in New Hampshire!

NH LAKES

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Aquatic Invasive Species Spread Prevention

Program Summary Since 2002

The goal of the NH LAKES Aquatic Invasive Species Spread Prevention Program is to prevent the introduction and spread of invasive aquatic plants and animals in New Hampshire's lakes and ponds through public outreach.

Trained Lake Hosts are placed at boat launch sites to:

- Educate all visitors about aquatic invasive species, distribute education materials, and complete a brief survey on boating habits.
- Offer courtesy boat and trailer inspections of all vessels arriving and departing from the ramp, and show boaters where to look for hitchhiking aquatic invasive plants and animals.
- Encourage boaters to self-inspect and use the "Clean, Drain & Dry" method each time they use their boat, trailer, and gear.
- Safely remove and dispose of all plants, animals, and other debris.
- Collect photos of plants and animals removed from vessels and confirm identification of suspicious specimens with the New Hampshire Department of Environmental Services (NHDES).

NH LAKES also works with boat access site owners and local partners to upgrade sites with various approaches, tools, and technologies to help boaters take action on their own when a Lake Host isn't present to prevent the spread of invasive species. In 2019, NH LAKES deployed the first waterless watercraft cleaning unit in the Northeast, visiting public boat ramps throughout the state and helping boaters prevent the spread of invasive species.

Program Need: The impacts of Aquatic Invasive Species (AIS) infestations are far-reaching. AIS can make aquatic recreation dangerous and unpleasant. Invasive aquatic plants and animals are often spread by hitchhiking on recreational equipment, such as boats, trailers, and gear, that have not been properly cleaned, drained, and dried. AIS disrupt the natural ecology, impact the local economy, such as property value decline, impact aesthetics, and are often difficult and expensive to control

Funding Background: In 2002, NH LAKES received a two-year federal grant to design a comprehensive aquatic invasive plant education and prevention program to staff public boat ramps with trained educators. In 2003, a portion of New Hampshire boat registration fees went into a grant program to fund exotic plant prevention and research activities and a grant program administered by NHDES. Three-quarters of the NHDES grant program is available to support annual education and prevention activities, such as the Lake Host Program. In 2019, NH LAKES advocated for an aquatic invasive species boat decal bill for visiting out-of-state boaters to help increase funding for prevention and education and the management of existing infestations. This system was implemented by the state from 2021 - 2024.





Aquatic Invasive Species Spread Prevention Program Program Summary 2002 – 2025

Year	Groups	Paid Hosts	Volunteer Hosts	Lakes with Lake Hosts	Ramps Staffed	Inspections Conducted	Invasive Species Removed	Federal Funds	State Funds	Foundation & NH LAKES Funds	Local Match	TOTAL
2002	38	102	59	37	45	15,878	9	\$260,100			\$37,155	\$297,255
2003	46	149	167	45	59	26,583	7	\$10,000	\$165,000		\$112,382	\$287,382
2004	51	190	216	50	61	31,629	17	\$85,300	\$150,000		\$151,238	\$386,538
2005	56	175	318	56	61	34,878	54	\$35,000	\$185,000		\$200,756	\$420,756
2006	57	204	353	56	66	34,860	54	\$117,000	\$185,000		\$183,179	\$485,179
2007	68	221	429	64	83	44,183	157	\$117,000	\$185,000		\$292,017	\$594,017
2008	70	240	470	70	88	55,924	224	\$89,206	\$161,000		\$334,061	\$584,267
2009	71	236	420	71	86	53,796	297	\$89,206	\$123,333	\$4,000	\$341,535	\$558,074
2010	74	230	517	74	90	64,661	268	\$0	\$133,367	\$22,000	\$393,273	\$548,640
2011	73	219	475	74	92	68,429	39	\$0	\$169,000	\$23,000	\$404,751	\$596,751
2012	77	238	500	78	100	77,261	137	\$0	\$200,000	\$14,500	\$486,455	\$700,955
2013	81	247	500	82	103	77,806	153	\$0	\$210,000	\$18,259	\$494,248	\$722,507
2014	80	258	500	82	102	83,663	58	\$0	\$230,000	\$22,500	\$503,170	\$755,670
2015	80	285	507	82	103	92,184	48	\$0	\$226,500	\$24,000	\$517,227	\$767,727
2016	82	264	545	83	104	89,960	28	\$0	\$252,000	\$24,000	\$526,251	\$802,251
2017	80	271	400	81	101	94,222	22	\$20,177	\$261,000	\$27,000	\$546,193	\$854,370
2018	80	301	431	80	97	86,813	26	\$5,845	\$254,000	\$13,913	\$594,440	\$868,198
2019	80	278	330	80	104	96,914	14	\$2,543	\$280,000	\$39,757	\$609,987	\$932,286
2020	75	283	315	75	97	132,199	23	\$0	\$280,000	\$18,043	\$643,162	\$941,205
2021	78	268	314	78	101	90,590	15	\$0	\$280,000	\$14,460	\$661,450	\$955,910
2022	78	303	302	79	102	105,167	6	\$0	\$292,000	\$8,000	\$839,563	\$1,139,563
2023	76	280	578	77	92	83,733	9	\$0	\$295,000	\$10,581	\$748,814	\$1,054,395
2024	75	273	328	77	92	84,072	7	\$0	\$295,000	\$14,457	\$791,797	\$1,101,254
2025	75	303	298	79	95	85,724	8	\$0	\$300,000	\$11,101	\$894,435	\$1,205,536
					Total	1,711,129	1,680	\$831,377	\$5,112,200	\$309,571	\$11,307,538	\$17,560,686



Aquatic Invasive Species Spread Prevention Program

Species Removed by Lake Hosts Since 2002

Year	Chinese Mystery Snail	Common Reed	Curly-Leaf Pondweed	Eurasian Milfoil	European Naiad	Fanwort	Hydrilla/ Brazilian waterweed	Purple Loosestrife	Variable Milfoil	Water Chestnut	Zebra Mussel	TOTAL
2002				2					7			9
2003				2		3			2			7
2004			1	5		1			10			17
2005				7		1			43	3		54
2006				7		7			40			54
2007		1	1	4		65			86			157
2008				5		168			50	1		224
2009			4	4		240			48	1		297
2010			1	6	18	170			72	1		268
2011			1	9		12			17			39
2012			1	10		73			52	1		137
2013	3		2	6		51			90	1		153
2014	1		1	12	1	3			37	3		58
2015	6		3	3		5			31			48
2016	1			1		10			15	1		28
2017	1			1					18	1	1	22
2018	1			3		2			19	1		26
2019	1			6					5	2		14
2020	8			3	1	2			9			23
2021			1	1	2	1		1	8	1		15
2022	1			1	2					2		6
2023				3					5	1		9
2024	1		1						4		1	7
2025	1			1		2	1		2		1	8
Total	25	1	17	102	24	816	1	1	670	20	3	1680

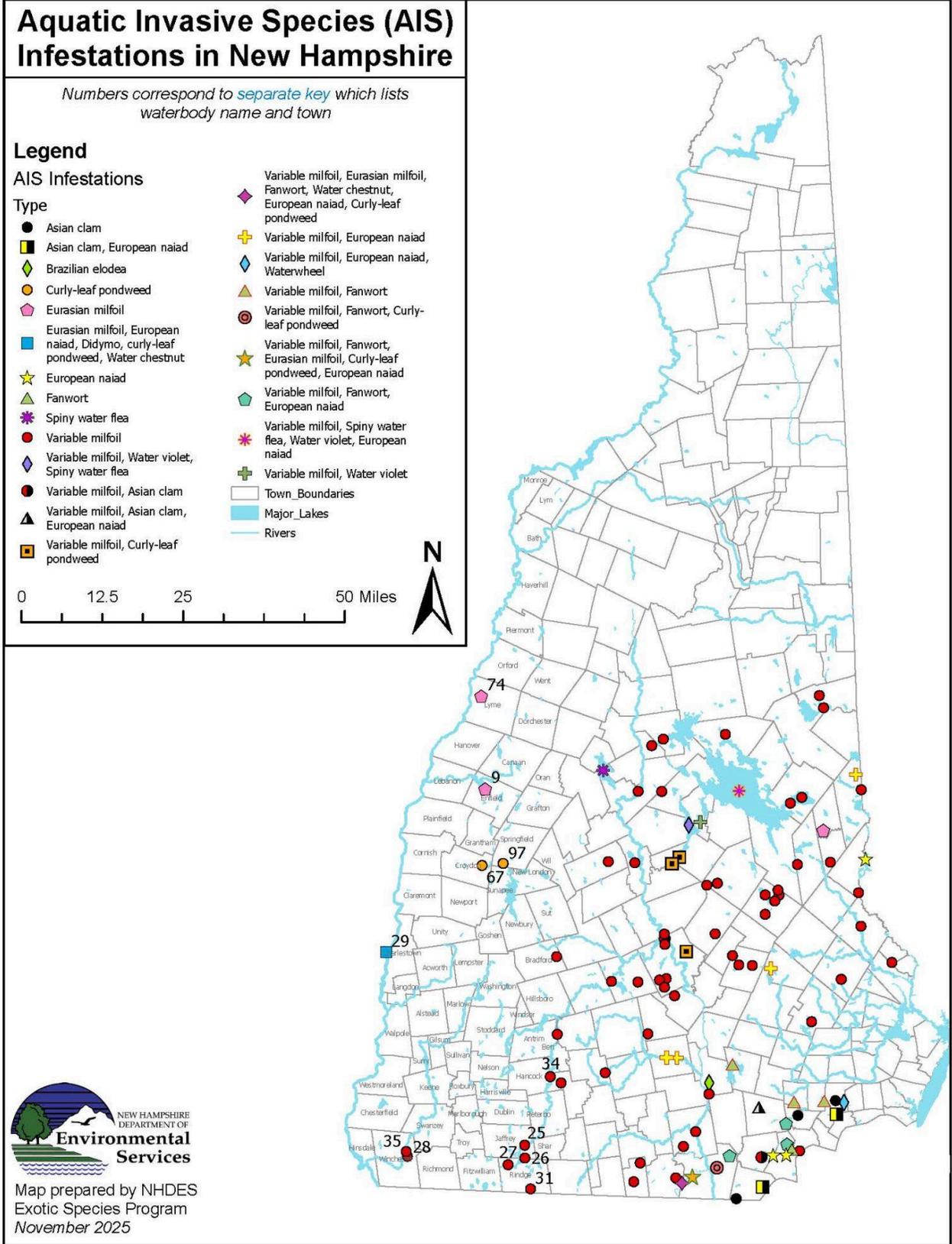


Aquatic Invasive Species Spread Prevention Program Invasive Species 'SAVES' by Waterbody Since 2002

'Saves' – The following aquatic invasive species were removed before entering or leaving a waterbody as a result of the Lake Host Program during the year(s) indicated:

- **Beaver Lake** (Derry): Eurasian milfoil (2012), European naiad (2022), Fanwort (2008-2009), Variable milfoil (2008, 2011, 2021), Chinese mystery snail (2024, 2025)
- **Bow Lake** (Northwood): Eurasian milfoil (2005, 2009), Fanwort (2015), Milfoil species (2014), Variable milfoil (2003, 2005)
- **Canaan Lake** (Canaan): Chinese mystery snail (2020)
- **Clough Pond** (Loudon): Variable milfoil (2005)
- **Connecticut River** (Hinsdale): Eurasian milfoil, European naiad (2010)
- **Conway Lake** (Conway): Eurasian milfoil (2014, 2019, 2023), Variable milfoil (2011, 2020), Zebra mussel (2024)
- **Country Pond** (Kingston): European naiad (2021)
- **Crescent Lake** (Acworth): Eurasian milfoil (2003, 2012, 2022), Fanwort (2003), Variable milfoil (2020)
- **Crystal Lake** (Enfield): Water chestnut (2005), Eurasian milfoil (2010, 2019)
- **Deering Reservoir** (Deering): Eurasian milfoil (2013), Variable milfoil (2014, 2019)
- **Dublin Lake** (Dublin): Eurasian milfoil (2016)
- **Eastman Lake** (Grantham): Eurasian milfoil (2010, 2018)
- **First Connecticut Lake** (Pittsburg): Variable milfoil (2014)
- **Gilmore Pond** (Jaffrey): Fanwort (2016), Water chestnut (2005)
- **Goose Pond** (Canaan): Eurasian milfoil (2007), Variable milfoil (2009)
- **Granite Lake** (Nelson/Stoddard): Curly-leaf pondweed (2009, 2011), Eurasian milfoil (2011, 2013), Variable milfoil (2011), Hydrilla/Brazilian Elodea (2025)
- **Grafton Pond** (Grafton): Eurasian milfoil (2019)
- **Great East Lake** (Wakefield): Eurasian milfoil (2006, 2008), Fanwort (2010, 2020), Variable milfoil (2007-2010), (2013, 2018, 2020)
- **Harrisville Pond** (Harrisville): Chinese mystery snail (2019)
- **Highland Lake** (Stoddard): Eurasian milfoil (2005), Variable milfoil (2015)
- **Island Pond** (Stoddard): Variable milfoil (2013)
- **Jeness Pond** (Northwood): Purple loosestrife (2021), Variable milfoil (2005)
- **Lake Francis** (Pittsburg): Variable milfoil (2014)
- **Lake Kanasatka** (Moultonborough): Water chestnut (2022)
- **Lake Massabesic** (Auburn): Fanwort (2013), Variable milfoil (2012, 2014)
- **Lake Monomonac** (Rindge): Curly-leaf pondweed (2004), Eurasian milfoil (2004, 2017), Variable milfoil (2004-2008, 2014)
- **Lake Nubanusit** (Hancock): Variable milfoil (2021)
- **Lake Opechee** (Laconia): Water chestnut (2016, 2017)
- **Lake Ossipee** (Ossipee): Eurasian milfoil (2010), Variable milfoil (2009, 2011-2012, 2016, 2020)
- **Lake Potanipo** (Brookline): Fanwort (2010), Variable milfoil (2010-2012, 2017-2018, 2023)
- **Lake Sunapee** (Sunapee): Eurasian milfoil (2005-2009, 2015, 2020), Fanwort (2016, 2020), Variable milfoil (2007), Zebra mussel (2017), Curly-leaf pondweed (2024)
- **Lake Waukewan** (Meredith): Eurasian milfoil (2003), Variable milfoil (2007-2008), Water chestnut (2018)
- **Lake Wentworth** (Wolfeboro): Variable milfoil (2008)
- **Lake Wicwas** (Meredith): Variable milfoil (2010)
- **Lake Winnepesaukee**: Fanwort (2003, 2007), Eurasian milfoil (2012), Variable milfoil (2004, 2007-2012, 2014, 2015-2019, 2021)
- **Lake Winnisquam** (Laconia): Variable milfoil (2008, 2015, 2016, 2017), Water chestnut seed (2021-2023), Zebra Mussel (2025)
- **Laurel Lake** (Fitzwilliam): Fanwort (2021), Eurasian milfoil (2023)

- **Little Lake Sunapee** (New London): Curly-leaf pondweed (2015), Eurasian Milfoil (2020), Variable milfoil (2011)
- **Lovell Lake** (Wakefield): Chinese mystery snail (2022), Variable milfoil (2006-2007, 2013, 2018)
- **Mascoma Lake** (Enfield): Eurasian Milfoil (2020)
- **Merrymeeting Lake** (New Durham): Variable milfoil (2007, 2010-2015, 2018), Water chestnut (2012)
- **Mirror Lake** (Tuftonboro): Chinese mystery snail (2014)
- **Newfound Lake** (Bristol): Curly-leaf pondweed (2015), Eurasian milfoil (2006, 2009-2011, 2014-2015, 2023), Fanwort (2003, 2006, 2013), Variable milfoil (2002, 2006-2009, 2014, 2015), Water Chestnut (2009, 2010), European naiad (2014)
- **Northwood Lake** (Northwood): Curly-leaf pondweed, Eurasian milfoil (2007), European naiad (2021), Variable milfoil (2008, 2010-2014, 2016- 2017, 2021)
- **Nubanusit Lake** (Nelson/Hancock): Curly-leaf pondweed (2009), Eurasian milfoil (2002, 2004), Variable milfoil (2007-2008, 2023)
- **Ottarnic Pond** (Hudson): Chinese mystery snail (2015), Curly-leaf pondweed (2013), Fanwort (2005-2008, 2012-2016), Variable milfoil (2006-2007, 2010-2016)
- **Ossipee Lake** (Ossipee Marina): Variable milfoil (2024)
- **Ossipee Lake** (Rte 25 Pine River): Variable milfoil (2024)
- **Pawtuckaway Lake** (Nottingham): Common reed (2007), Curly-leaf pondweed (2010, 2013-2014), Eurasian milfoil (2009-2015, 2018-2019), Fanwort (2009, 2011), Variable milfoil (2007-2018, 2024, 2025), Water chestnut (2008, 2014, 2019)
- **Pleasant Lake** (Deerfield): Eurasian milfoil (2011), Variable milfoil (2004, 2007, 2013, 2016)
- **Pleasant Pond** (Francestown): Curly-leaf pondweed (2009), Eurasian milfoil (2006), Variable milfoil (2011, 2013-2014, 2023)
- **Pow Wow Pond** (Kingston): Chinese mystery snail (2013), Variable milfoil (2013, 2015)
- **Robinson Pond** (Hudson): Chinese mystery snail (2013, 2017, 2020), European naiad (2020), Fanwort (2004, 2006-2014, 2016, 2018), Variable milfoil (2004-2014, 2016-2018), Eurasian milfoil (2012)
- **Silver Lake** (Madison): Eurasian milfoil (2021), European naiad (2022), Variable milfoil (2002, 2004, 2006, 2018), Water chestnut (2019)
- **Silver Lake** (Harrisville): Variable milfoil (2018, 2020)
- **Lake Skatutakee** (Harrisville): Eurasian milfoil (2005)
- **Spofford Lake** (Chesterfield): Eurasian milfoil (2002, 2005, 2008, 2011, 2013, 2025), Variable milfoil (2011, 2024, 2025), Fanwort (2025)
- **Squam Lake** (Holderness): Chinese mystery snail (2015), Curly-leaf pondweed (2009), Eurasian milfoil (2007), Fanwort (2013)
- **Suncook Lake** (Barnstead): Variable milfoil (2009, 2013)
- **Swanzey Lake** (Swanzey): Variable milfoil (2011), Eurasian milfoil (2012), Water chestnut (2014)
- **Thorndike Pond** (Jaffrey): Variable milfoil (2015)
- **Webster Lake** (Franklin): Curly-leaf pondweed (2012, 2021), Eurasian milfoil (2011-2012, 2014), Fanwort (2010), Variable milfoil (2009), Chinese mystery snail (2018)





New Hampshire Infested Waterbodies

New Hampshire Department of Environmental Services Updated 11.2025

(Note: This listing does not include the Chinese Mystery Snail, which is documented in several waterbodies statewide.)

Map #	Waterbody (TOWN)	VM	CLP	FW	EM	EN	DID	WC	BE	AC	FR	SWF	WV	WW
21	Arlington Mill Reservoir (SALEM)	X		X		X								
35	Ashuelot River (WINCHESTER)	X												
51	Balch Lake (WAKEFIELD)	X												
97	Baptist Pond (SPRINGFIELD)		X											
58	Barnstead Parade Pond/Suncook (BARNSTEAD/ PITTSFIELD)	X												
84	Beaver Lake (DERRY)	X				X				X				
45	Belleau Lake (WAKEFIELD)	X				X								
20	Big Island Pond (DERRY)	X		X		X								
15	Big Turkey Pond (CONCORD)	X												
16	Bixby Pond (EPSOM)	X												
54	Brindle Pond (BARNSTEAD)	X												
93	Canobie Lake (WINDHAM)					X								
23	Captain Pond (SALEM)	X				X								
86	Chance Pond Brook (FRANKLIN)	X												
25	Cheshire Pond (JAFFREY)	X												
22	Cobbetts Pond (WINDHAM)	X								X				
39	Cocheco River (ROCHESTER)	X												
29	Connecticut River (CHARLESTOWN)		X		X	X	X	X			X			
26	Contoocook Lake (JAFFREY)	X												
49	Contoocook River (VARIOUS LOCATIONS)	X												
89	Country Pond (NEWTON)					X				X				
7	Crescent Lake (WOLFEBORO)	X												
85	Crooked Pond (LOUDON)	X												
46	Danforth Pond (FREEDOM)	X												
91	Deer Meadow Pond (CHICHESTER/EPSOM)	X												
24	Flints Pond (HOLLIS)	X												
28	Forest Lake (WINCHESTER)	X												
69	Glen Lake (GOFFSTOWN)	X				X								
44	Gorham Pond (DUNBARTON)	X												
87	Great Pond (KINGSTON)									X				
66	Halfmoon Pond (BARNSTEAD)	X												
96	Highland Lake (ANDOVER)	X												
32	Hopkinton Lake/Dam (HOPKINTON)	X												
43	Horseshoe Pond (MERRIMACK)	X												
55	Jones Pond (Stumpfield Pond) (NEW DURHAM)	X												



New Hampshire Infested Waterbodies

Per New Hampshire Department of Environmental Services 11.2025

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Map #	Waterbody (TOWN)	VM	CLP	FW	EM	EN	DID	WC	BE	AC	FR	SWF	WV	WW
60	Kimball Pond (HOPKINTON)	X												
64	Lake Pemigewasset (MEREDITH)	X												
2	Lees Pond (MOULTONBOROUGH)	X												
88	Little Island Pond (PELHAM)					X				X				
36	Little Suncook River (EPSOM/NORTHWOOD)	X												
14	Little Turkey Pond (CONCORD)	X												
11	Locke Lake (BARNSTEAD)	X												
70	Long Pond (DANVILLE)	X		X										
82	Long Pond (PELHAM)									X				
9	Mascoma Lake (ENFIELD)				X									
18	Massabesic Lake (AUBURN)	X		X										
30	Massasecum Lake (BRADFORD)	X												
52	Melendy Pond (BROOKLINE)	X												
59	Merrimack River (MULTIPLE TOWNS)	X								X				
81	Milville Lake (SALEM)					X								
37	Mine Falls Pond (NASHUA)	X	X	X	X	X								
31	Monomonac Lake (RINDGE)	X												
57	Mountain Pond (BROOKFIELD)				X									
33	Nashua River (NASHUA)	X	X	X	X	X		X						
76	Naticook Lake (MERRIMACK)	X												
98	Newfound Lake (BRISTOL)											X		
80	Northeast Pond (MILTON)					X								
17	Northwood Lake (NORTHWOOD)	X				X								
48	Nutts Pond (MANCHESTER)								X					
4	Opechee Lake (LACONIA)	X											X	
3	Ossipee Lake (Broad Bay) (FREEDOM)	X												
61	Ottarnic Pond (HUDSON)	X	X	X										
75	Otter Pond (GREENFIELD)	X												
79	Oxbow Lake (CANTERBURY)	X												
94	Pawtuckaway Lake (NOTTINGHAM)	X												
27	Pearly Pond (RINDGE)	X												
62	Pemigewasset River (SANBORNTON)	X												
19	Phillips Pond (SANDOWN)	X		X										
78	Pine Island Pond (MANCHESTER)	X												
65	Piscataquog River (GOFFSTOWN)	X				X								
74	Post Pond (LYME)				X									



New Hampshire Infested Waterbodies

Per New Hampshire Department of Environmental Services 11.2025

(Note: This listing does not include the Chinese Mystery Snail, which is documented in several waterbodies statewide.)

Map #	Waterbody (TOWN)	VM	CLP	FW	EM	EN	DID	WC	BE	AC	FR	SWF	WV	WW
53	Potanipo Lake (BROOKLINE)	X												
34	Powder Mill Pond (HANCOCK)	X												
68	Powwow Pond (KINGSTON)	X				X								X
40	Robinson Pond (HUDSON)	X		X		X								
47	Rocky Pond (GILMANTON)	X												
67	Rockybound Pond (CROYDON)		X											
56	Scobie Pond/Haunted Lake (FRANCESTOWN)	X												
95	Shellcamp Pond (GILMANTON)	X												
6	Silver Lake (TILTON)	X	X											
71	Spaulding Pond (MILTON)	X												
42	Squam Lakes (HOLDERNESS/ASHLAND)	X												
41	Squam River (ASHLAND)	X												
13	St Paul's School Pond (CONCORD)	X												
12	Suncook Lakes (BARNSTEAD)	X												
10	Sunrise Lake (MIDDLETON)	X												
92	Swains Lake (BARRINGTON)	X												
90	Taylor Reservoir (SALEM)	X		X										
77	Turee Pond (BOW)	X												
50	Turtle Pond (CONCORD)	X	X											
72	Upper Goodwin Pond (CONCORD)	X												
83	Wash Pond (SANDOWN)									X				
8	Wentworth Lake (WOLFEBORO)	X												
73	Willand Pond (DOVER)	X												
63	Wilson Lake (SALEM)			X										
1	Winnepesaukee Lake (ALL TOWNS)	X				X						X	X	
38	Winnepesaukee River (TILTON)	X	X											
5	Winnisquam Lake (MEREDITH/BELMONT)	X										X	X	
	Totals	81	9	11	6	19	1	2	1	8	1	3	3	1

Code	Species Name
AC	Asian clam
BE	Brazilian elodea
CLP	Curly-leaf pondweed
DID	Didymo (rock-snot)
EM	Eurasian milfoil
EN	European naiad
FR	Flowering rush

Code	Species Name (continued)
FW	Fanwort
SWF	Spiny water-flea
VM	Variable milfoil
WC	Water chestnut
WV	Water violet
WW	Waterwheel



Lake Host Program

Lake Host Inspector Position Description

Position Summary:

Lake Host Inspectors, or “Lake Hosts,” play a vital role in protecting New Hampshire’s waters from aquatic invasive species. They are the first line of defense against AIS, and represent NH LAKES and the local group participating in the Lake Host Program.

Lake Hosts staff local boat access sites to teach the public about prevention methods and train boaters to remove plants and animals from boats, trailers, and gear. They also collect important boater data. Minimum age: 18. Exceptionally mature and independent 16- and 17-year-olds may be considered. Lake Hosts may work as seasonal employees or volunteers of NH LAKES.



Essential Responsibilities:

- Appear in uniform and greet all arriving and departing launch users.
- Conduct voluntary boat and trailer inspections with boaters’ permission.
- Follow protocols for removing aquatic plants and animals from boats and trailers and submitting photos for identification.
- Collect and enter boater survey data using the survey method provided by NH LAKES.
- Educate and encourage boaters to practice the “Clean, Drain, and Dry” method to prevent the spread of aquatic invasive plants and animals.
- Hand out educational materials provided by NH LAKES.
- Lake Hosts are not responsible for enforcing local or state ordinances, rules, or laws.

Knowledge, Skills, and Abilities:

- Comfortable moving around lake launch sites, including sloping or uneven ground, to conduct thorough visual exams of boat and trailer exteriors.
- Comfortable interacting with strangers, remaining professional and polite, and treating all visitors equally.
- Task-oriented, self-motivated, and comfortable with “downtime” between surveys.
- Equipped to safely work outside in a variety of weather conditions.

Working Relationships/Accountability:

- Paid Lake Host: an employee of NH LAKES, assigned to work at a launch site(s) managed by a local partner organization participating in the program.
- Volunteer Lake Host: a NH LAKES volunteer working at a launch site(s) of a local partner organization participating in the program. Volunteers must communicate with their local coordinator to record volunteer hours.
- Responsible for accurately completing and submitting their timecard by the last Sunday in each pay period, as directed by NH LAKES.



Lake Host Program

Lake Host Inspector Position Description

Salary, Benefits, Work Hours, and Location:

- This position is temporary/seasonal, and the individual must provide their preferred work location. This is a strictly outdoor position that runs roughly from May to October.
- As a paid Lake Host, this position pays no less than \$10/hour. Start and end dates, hourly pay rates, and weekly hours vary by site location. NH LAKES does not authorize work over 40 hours in one week. This includes hours worked for multiple Lake Host partner groups.
- NH LAKES must approve hiring or volunteering with multiple groups. All paid Lake Hosts must sign a hire letter for each group and complete all paperwork before working at any location. Volunteer Lake Hosts must complete a volunteer form for each group they work with.
- This position is not eligible for NH LAKES health insurance benefits. Employees projected to earn more than \$5,000 in a fiscal year may elect to participate in the NH LAKES retirement plan, through which NH LAKES will match the employee's payroll contributions up to 3%.

Organization Information:

The mission of NH LAKES is to restore and preserve the health of New Hampshire's lakes. We work with partners, promote clean water policies, and inspire the public to care for our lakes. Founded in 1992, NH LAKES is a statewide, publicly-supported, and grant-funded 501(c)(3) nonprofit organization. The Lake Host Program is a collaborative effort between NH LAKES, the New Hampshire Department of Environmental Services, and local partners to prevent the spread of invasive aquatic plants and animals in New Hampshire's waterbodies.



Lake Host Program

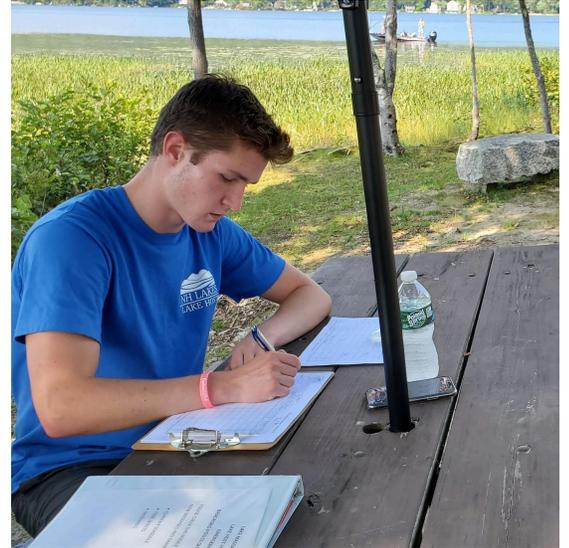
Local Program Assistant/Manager Position Description

Position Summary:

A Local Program Assistant/Manager is an employee of NH LAKES who assists the Lake Host partner group's Local Coordinator with data management and program administration. The minimum age for this position is 18. This is an optional position for Lake Hosts partner groups, created to provide support to Coordinators of larger Lake Host Programs, if needed.

Essential Responsibilities:

- Ensuring all boater survey and volunteer match data are submitted in a timely manner through the digital resources provided by NH LAKES.
- Notifying the Local Program Coordinator or Lake Host Inspectors when improvements to data collection are needed.
- Following protocols for collecting boater surveys, volunteer match, data entry, and approving Lake Host timesheets.
- Performing related duties as assigned by the Local Coordinator, with approval from NH LAKES.



Knowledge, Skills, and Abilities:

- Experienced as a Lake Host or plans to serve as a Lake Host during the current season.
- Strong organizational and data entry skills.
- Ability to work independently to accomplish tasks efficiently and on time.
- Reliable access to a computer and strong internet connection.

Salary, Benefits, Work Hours, and Location:

- This position is temporary/seasonal. This position runs approximately from May to October.
- This position pays at least \$10/hour. Start and end dates, hourly rates, and weekly hours vary by location.
- NH LAKES does not authorize work over 40 hours in one week. This includes total hours worked as an employee of NH LAKES.
- Employees projected to earn more than \$5,000 in a fiscal year as an employee of NH LAKES may elect to participate in the NH LAKES retirement plan, through which NH LAKES will match the employee's payroll contributions up to 3%.

Organization Information:

The mission of NH LAKES is to restore and preserve the lakes we all love. We work with partners, promote clean water policies, and inspire the public to care for our lakes. Founded in 1992, NH LAKES is a statewide, publicly-supported, and grant-funded 501(c)(3) nonprofit organization. The Lake Host Program is a collaborative effort between NH LAKES, the New Hampshire Department of Environmental Services, and local partners to prevent the spread of invasive aquatic plants and animals in New Hampshire's waterbodies.



Lake Host Behavior Expectations

Here, you will find answers to common questions regarding appropriate conduct while enjoying the beautiful natural surroundings of our lakes. Whether you're a seasoned Lake Host or in your first year, this document aims to clarify how to prepare for a successful summer.

Be safe: Follow all recommended safety procedures outlined in this manual and training sessions.

Be comfortable: Make sure you dress in layers and bring rain gear, a chair, water, bug spray, sunscreen, and an umbrella for the sun if your ramp doesn't have shade—and don't forget snacks!

Be organized: Submit boater survey data and timecard after every shift.

Be alert: Pay attention to the weather, boat traffic, and people. Napping, sleeping, sunbathing, or swimming when working or volunteering is unacceptable. Waiting in an automobile is inappropriate unless the weather is rainy or if an extenuating circumstance has been discussed with and approved by NH LAKES.

Be observant: Thoroughly check all arriving and departing boats for plants, animals, and debris. Submit all plant or animal observations to NH LAKES.

Be encouraging: Urge boaters to inspect their boats, trailers, and gear every time they enter and leave a waterbody. Listen to a boater's concerns.

Be professional: Lake Host shirts are mandatory and must remain on you and visible while on duty. While interacting with the boater, take off your headphones and do not use your phone unless you are using it to record boater survey data.

Be independent: Don't let friends and family distract you from giving your shift your full attention. Complete your paperwork and duties without needing to be reminded by your local coordinator.

Be prepared: Make sure you have a supply of survey sheets, a pen, or, if you are using a mobile device for data recording, a fully-charged battery for your shift, and a good understanding of how to submit your survey data and photos of plants or animals found during the survey. If you have a question, know where to access your manual.

Be understood: Speak clearly and slowly when talking with the public so they understand the importance of protecting the lake. If a boater does not wish to speak with you, don't force it. Remind them to take the time to clean, drain, and dry to protect the lake they love, and wish them a good day.

Be in touch: Have a cell phone/know where the nearest phone is. Have the phone numbers of your local coordinator, NH LAKES, and the police.

Be inspiring: Serving as a Lake Host is important work. You are saving lakes!



Lake Host Program Employee Handbook

Updated: March 2026

I. Overview

These policies ensure all Lake Host Program employees and volunteers receive fair and consistent treatment. They are in place to foster an atmosphere of mutual respect, non-discrimination, and trust, grounded in clear lines of authority, responsibility, and accountability. None of the policies are intended to give rise to contractual rights or obligations and is subject to modification by NH LAKES at any time. NH LAKES is an equal opportunity employer and will not tolerate any form of unlawful discrimination. Lake Host Program participants are “at-will,” NH LAKES, or the employee/volunteer may terminate the relationship at any time.

II. Performance and Conduct

- Lake Hosts Inspectors, or “Lake Hosts,” will be neat and wear their NH LAKES uniform while on duty.
- Lake Hosts will promptly greet all launch site visitors and remain visible, alert, and accessible while boaters and other visitors are present. Lake Hosts on duty may not sit in a vehicle unless pre-approved by NH LAKES due to safety/weather concerns or medical issues.
- Lake Hosts will not attempt to enforce compliance with any applicable laws, rules, or ordinances, deny boater access to the waterbody, or threaten to report people for potential violations.
- Personal electronic and communication devices, unless used for data collection, will be put away while boaters or visitors are at the launch site to maintain a professional and attentive appearance.
- Lake Hosts who are late or absent for a shift will contact their local supervisor immediately to report their lateness or intended absence, unless they have been approved in advance.
- Lake Hosts will check in with their supervisor before the start of a shift if adverse or unsafe weather is forecasted for that shift. If unsafe weather conditions occur while on duty, they must contact their supervisor.
- Lake Host Program employees are responsible for completing and submitting their timesheet to their local supervisor at the end of the pay period. Volunteer Lake Hosts must communicate with their local coordinator to record volunteer hours.
- The manufacture, distribution, dispensation, possession, or use of alcohol or a controlled substance while on duty or in uniform is prohibited. NH LAKES is a smoke-free work environment, including outdoor workplaces, meaning Lake Host Program employees and volunteers will not smoke while working.
- Lake Hosts will adhere to a violence-free workplace and will not act, appear, or speak in a threatening manner.
- If threatened by a boater, member of the public, an official, or anyone else, Lake Hosts will leave the premises and notify their supervisor immediately.
- Lake Hosts may occasionally be approached by members of the media or individuals requesting official statements regarding NH LAKES programs or policies. Lake Hosts should not provide official statements or speak on behalf of NH LAKES unless specifically authorized to do so. Media inquiries should be directed to NH LAKES staff or program leadership. Lake Hosts may share general educational information related to aquatic invasive species prevention, but should avoid representing personal opinions as official NH LAKES positions.



Lake Host Program Employee Handbook

Updated: March 2026

III. Disciplinary Policy

- NH LAKES reserves the right to determine and implement what it believes is an appropriate response to employee or volunteer misconduct. If an individual feels that inappropriate corrective action has occurred, they are encouraged to discuss the grievance with NH LAKES.
- NH LAKES will determine if corrective action is necessary and what action to take.

IV. Health & Safety

Weather Exposure *Lake Host Inspectors may experience extreme heat/cold, direct sun, mosquitoes, wind, rain, snow, or a combination of these elements. If you experience any of the conditions below, seek medical attention immediately.*

- Lake Hosts must be prepared to work safely outdoors and to take precautions, such as carrying water, using bug spray, and using hand sanitizer. Lake Hosts should sit in shaded areas and use sun protection (hat, sunblock, umbrella) to reduce heat exposure and risk of heat stress.
- Heatstroke is a life-threatening form of heat stress in which the body's temperature-regulating mechanisms fail, leading to high fever and the inability to sweat.
- Hypothermia is an abnormally low body temperature, accompanied by symptoms such as shivering, slow, shallow breathing, and/or drowsiness.
- In the event of weather conditions such as lightning and heavy rainstorms, Lake Hosts will take the necessary precautions to ensure their safety.

At Boat Ramps

- Lake Hosts often work in isolated areas and should leave their worksite immediately if they feel unsafe (due to weather, strangers loitering, encounters with wild animals, etc.). They must notify their local supervisor as soon as possible.
- Lake Hosts are responsible only for duties assigned through NH LAKES Lake Host Program. Lake Hosts must not perform tasks outside of their assigned responsibilities (including, but not limited to, launching or retrieving boats, directing traffic, handling boaters' equipment, and providing mechanical assistance). These activities may pose safety risks. NH LAKES assumes no responsibility for injuries or damages that occur when a Lake Host performs activities outside their authorized duties.
- Lake Hosts should refrain from distractions and not entertain/care for friends, family, or pets while on duty at the ramp.
- Lake Hosts should refrain from confronting an angry or uncooperative boater. Lake Host safety is more important. Always back away from an uncomfortable or potentially dangerous situation.
- Bathroom facilities may not be available at the worksite. If on-site bathroom facilities are unavailable, Lake Hosts may leave the worksite to use the nearest public restroom and will be paid for this short time. Lake Hosts should inquire with their Local Coordinator about the nearest public restroom. Lake Hosts should not enter the private residence of a supervisor, local group representative, or member of the public to use their bathroom.



Lake Host Program Employee Handbook

Updated: March 2026

- Lake Hosts are responsible for immediately reporting injuries they sustain to their supervisor, even if they appear minor. Failure to do so may result in loss of workers' compensation benefits.
- In the case of an ongoing or suspected cyanobacteria bloom, Lake Hosts should avoid contact with the water. Report photos of suspected cyanobacteria blooms to the New Hampshire Department of Environmental Services by texting the hotline at (603) 848-8094.

During Inspections *Lake Host Inspectors are present solely for AIS prevention education and courtesy boat inspections. All activities beyond verbal communication, educational material handouts, and equipment inspections are not permitted.*

- Lake Hosts may not help boaters launch or take their boats out of the water.
- Lake Hosts may not direct traffic at the ramp or instruct boaters where to park their vehicles.
- Lake Hosts should stand to the side of the boat and trailer when conducting inspections so the driver can see them.
- When conducting an inspection, Lake Hosts should use controlled and deliberate movements to reduce the risk of injury. Body movements should be steady, and good positioning should be maintained to prevent injury.

V. In Case of Emergency *NH LAKES must be notified of ANY injury sustained by NH LAKES staff, visitors, volunteers, program participants, etc., while on NH LAKES premises or in the conduct of NH LAKES matters.*

- Seek immediate medical attention if you become injured while serving as a Lake Host. Notify your Local Coordinator and NH LAKES as soon as possible.
- If you are a Lake Host employee, you are covered under the NH LAKES workers' compensation policy. Lake Hosts may be required to complete an incident report following any injury or workplace accident. Failure to promptly report a workplace injury or illness may affect eligibility for workers' compensation benefits.
- All Lake Host volunteers and employees must follow the instructions on their "Incident Reporting Card" and keep it with them at all times.
- If an emergency occurs, Lake Hosts should call 911. NH LAKES recommends that Lake Host Program participants in isolated areas work in pairs.

VI. Harassment

- Lake Hosts are entitled to a safe workplace that is free of harassment. Harassment consists of unwelcome verbal, physical, or visual conduct.
- Lake Hosts are responsible for respecting the rights of all, including, but not limited to, management personnel, co-workers, boaters, state agency staff, and the public.
- There is no requirement to follow any formal chain of command when filing a harassment complaint. Issues or incidents can be shared with the local supervisor, staff of NH LAKES, or NH LAKES President.



Lake Host Program Employee Handbook

Updated: March 2026

- NH LAKES employs a zero-tolerance policy concerning harassment of any type, regardless of position or rank within the organization, as well as that of boaters, visitors, etc. This policy applies to all incidents of alleged harassment, including those off-premises or off-hours, where the alleged offender is a supervisor, coworker, or non-Lake Host with whom the individual is involved or indirectly in a working relationship.
- All harassment complaints will be taken seriously, addressed with discretion, investigated promptly, and kept confidential to the maximum extent possible.

VII. Whistle Blower Protection Policy

- NH LAKES encourages all Lake Host employees to bring instances of improper conduct by a Lake Host employee or volunteer, Local Coordinator, or other representative of a local group to the attention of the NH LAKES Lake Host Program Coordinator, Director of Programs, or President. Improper conduct could include, but is not limited to, sharing personal or job performance information about Lake Host employees with others, unethical or unprofessional behavior, waste, fraud, or financial impropriety.
- Any complaint shared with NH LAKES will be considered an opportunity to address a problem, and all complaints will be investigated.
- Retaliation in any manner against an employee or volunteer of NH LAKES who reports improper conduct will not be tolerated.

VIII. Employee Compensation & Benefits (Employees Only)

- If a Lake Host quits or is fired, all wages due will be paid in accordance with the law (RSA 275:44).
- Biweekly pay periods begin on a Monday and end fourteen consecutive days later on a Sunday.
- All Lake Host compensation is subject to payroll tax deductions as applicable statutory provisions require. Lake Hosts may be hired to work up to 40 hours per week and are paid by the hour. All hours worked over 40 per week by a Lake Host must be pre-approved by your local coordinator and NH LAKES, and will be paid at an overtime basis of 1.5 times their regular hourly rate (RSA 279:21, VIII). **Only under extreme circumstances will NH LAKES authorize work over 40 hours in one week. This includes hours worked for multiple Lake Host partner groups.**
- A Lake Host who reports to the location for work must be paid for at least two hours if a shift is canceled without prior notification or if unsafe weather conditions or safety issues cause the Lake Host to leave the site (RSA 275:43-a). NH LAKES will compensate Lake Hosts who report to their location and whose shift is canceled, for the minimum shift requirement of two hours of work.
- If working five or more consecutive hours, Lake Hosts may choose to take up to a 30-minute unpaid eating break. Lake Hosts on unpaid eating breaks are expected to cover their NH LAKES uniform and are encouraged to move to a different location so the public doesn't assume they are actively on duty. Lake Hosts may choose to eat while performing job duties and to be paid for that time, provided that eating does not interfere with the execution of job duties (RSA 275:30-a).
- Due to labor regulations, paid Lake Hosts may not volunteer time unpaid to do the same job within the same calendar year. Volunteer Lake Hosts may not switch to being paid employees within the same calendar year.



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Updated: March 2026

- Lake Hosts 16 or 17 years old may not work after eight p.m., before six a.m., or for more than six consecutive days and must have a signed youth employment form before beginning work.
- Lake Hosts can use their personal electronic and communication devices to collect data in the field. Devices may be used in airplane mode to avoid using cellular data. Lake Hosts are responsible for any cost or damages incurred on their devices.
- NH LAKES is committed to complying with applicable laws concerning reasonable accommodations for individuals with disabilities. Reasonable accommodations may include, but are not limited to, adjustments to equipment, inspection tools, or work procedures. NH LAKES will not retaliate against any individual who requests or receives a reasonable accommodation. A Lake Host employee or volunteer who requires a reasonable accommodation to perform the essential functions of their position should notify their Local Coordinator or the NH LAKES Lake Host Program Coordinator as soon as possible. NH LAKES will engage in an interactive process with the individual to determine appropriate accommodations where feasible.

IX. Equal Employment Opportunity

- NH LAKES is an equal opportunity employer and is committed to maintaining a workplace free from discrimination. Employment decisions will be made without regard to race, color, religion, sex, sexual orientation, gender identity or expression, national origin, ancestry, age, disability, genetic information, marital status, veteran status, or any other status protected by federal or New Hampshire law.
- This policy applies to all aspects of employment, including recruitment, hiring, training, promotion, compensation, discipline, and termination.
- Lake Host employees and volunteers are expected to treat one another and members of the public with dignity and respect at all times. Any employee or volunteer who believes they have experienced discrimination is encouraged to report the concern to their Local Coordinator, the NH LAKES Lake Host Program Coordinator, Director of Programs, or President.

XI. Confidentiality and Data Protection

- Lake Host Program participants may have access to information related to NH LAKES operations, Lake Host Program employees, volunteers, partner organizations, or members of the public. This must be treated as confidential and may not be shared outside of the scope of official Lake Host Program duties unless authorized by NH LAKES. This includes, but is not limited to:
 - Personal information about other Lake Hosts, program data or internal reports, contact information for volunteers, coordinators, or partner organizations, or any information collected through inspection data systems
- Lake Hosts may not share internal program information or inspection data through personal social media, messaging platforms, or other unauthorized channels.
- Violation of this policy may result in disciplinary action, including termination of employment or volunteer status.

What Are Aquatic Invasive Species?

Aquatic invasive species are non-native plants and animals that are a big problem for our lakes in New Hampshire! Their populations can grow fast, they lack natural predators, and ultimately impact our lakes and their native food webs. These aquatic invasive species can spread into the lakes we love by hitchhiking on boats, trailers, and recreational gear, or by being disposed of in improperly disposed aquariums. Aquatic invasive species can hinder recreational activities, harm the economy, and pose safety risks.

We have both aquatic invasive plants and animals in New Hampshire. Once established, aquatic invasive plants are extremely hard to eliminate. The cost of management practices can be high, sometimes hundreds of thousands of dollars. Preventing their introduction is the most cost-effective measure to address these problematic species.

What Aquatic Invasive Species Threaten Our Lakes?

Curly-leaf pondweed (*Potamogeton crispus*)

Curly-leaf pondweed, with its wavy edges resembling lasagna noodles, thrives in the cold water temperatures of New Hampshire's early spring. It can form densely packed plant beds and sometimes grow tall enough to lie thickly across the water's surface, disrupting native plant growth, reducing fish habitat diversity, and hindering recreation. Spread of this invasive species occurs through fragmentation, seeds, and turions (dense, small packets of leaves). While the seeds can spread between waterbodies via waterfowl, boats, and recreational equipment, these are the primary culprits of continued and new infestations. The original (parent) plant typically dies back by mid-season in New Hampshire, often leading to water-quality concerns.



Fanwort (*Cabomba caroliniana*)

Fanwort has lacy leaves that resemble small fans, emerging from each side of the stem. When looking at fanwort from the water's surface, it can look like little pom poms closely stacked up the stem. Fanwort can grow as fast and robust as invasive milfoil (see below). In late summer, fanwort produces small white or pink flowers, sometimes accompanied by tiny, diamond-shaped leaves floating at the water's surface. Banned in New Hampshire since 1999, it disrupts recreational activities and water uses.



Water violet (*Hottonia palustris*)

Water violet has underwater leaves that are whorled along the stem and are feathery. This species has an appearance similar to invasive milfoil, but is hardier and generally larger. It produces small white to violet flowers, which grow in whorls of 3-7 on a spike that emerges from the water's surface. This species is tolerant of water fluctuations and can grow both underwater and along muddy shorelines. It spreads through seeds or by plant parts hitchhiking on boats.



Hydrilla (*Hydrilla verticillata*)

Hydrilla has distinct whorls of slender, serrated leaves arranged around the stem. Five leaves are typically observed in each whorl, but have been seen in groups of three to eight. Hydrilla can not only form dense mats from the lake bottom to the surface, but it can also quickly spread throughout our waterways via fragments, tubers, turions (dense little packets of leaves for overwintering), or seeds. Infestations of Hydrilla can lead to significant ecological and economic damage by crowding out native vegetation and habitat, inhibiting water draws, hindering navigation, and reducing water quality.



Milfoil (*Myriophyllum heterophyllum*, *M. spicatum*)

Two types of milfoil are considered invasive in New Hampshire: Eurasian watermilfoil and variable watermilfoil. Milfoil has wispy, feather-like leaves that are whorled around the stem (kind of like a squirrel tail). It can grow as deep as the sun will reach, with blooms at the tip of the plant that look like little green and red church steeples above the water's surface. Invasive milfoil, especially variable watermilfoil, typically blooms by late June or July in New Hampshire. Invasive milfoil can grow very fast, overtaking native plants and reducing native habitat diversity. All it takes is a small piece of this plant—it can produce roots anywhere along its stem! Like hydrilla, infestations in our lakes can lead to significant ecological and economic damage.



Spiny naiad (*Najas minor*)

Spiny naiad, also called brittle naiad or European naiad, can grow in large tumbleweed-like tufts lightly rooted in the lake bottom. Its leaves are thin and small, with distinctly spiny edges, and the leaves themselves bend backward off the stem. When mature, spiny naiad breaks apart easily, allowing pieces to stick to boats, trailers, and other equipment. Its small seeds can also stick to waterfowl, be eaten by waterfowl, or be taken up by bilge water. It is a durable and hard-to-manage invasive aquatic plant.



Water chestnut (*Trapa natans*)

Water chestnut, also called European chestnut, isn't the same Chinese chestnut that we eat. From the surface, water chestnut floats similarly to waterlilies but appears as a layered wheel of shield-like leaves. When it matures, water chestnut produces many large, spiny seeds (or nutlets) hidden under the leaves. Each plant can produce up to 20 nutlets! The nutlets ripen and drop from the parent plant, sinking to the bottom of the lake, where they germinate when conditions are right. Just one nutlet can produce multiple floating plants in one year. Water chestnuts quickly take over a waterbody and densely mat the surface, reducing light, oxygen levels, and native plant growth. The nutlets can spread between waterbodies by attaching to recreational gear, such as carpeted boat trailers, tires, or waders. Once introduced, the impacts of water chestnut on aquatic life can be severe.



Asian clam (*Corbicula fluminea*)

Asian clams are small, round mollusks with distinct ridges on their dark-colored shells. In one year, a single clam can produce thousands of babies, often self-fertilizing. According to New Hampshire Department of Environmental Services, Asian clam populations can exceed 5,000 clams per square meter, disrupting food webs and clogging water intakes. They grow so prolifically in places that they can make the water more habitable for themselves by calcifying the water column. They compete with native mussels and microbiota spatially and compete for the same food source. As they burrow into the sediment, they stir up phosphorus, which can cause algal blooms.



Asian clam

Chinese Mystery snail (*Cipangopaludina chinensis*)

Mystery snails are characterized by their large, globular shells, typically ranging from two to three inches in diameter. These snails can die off in large numbers, littering beaches and shoreland. These freshwater snails have prolific reproductive capabilities, lack natural predators, and can adapt to various aquatic habitats. Identifying Chinese mystery snails is essential for effective management and control efforts, as their presence can be confirmed through their relatively large size and preference for slow-moving freshwater environments such as ponds, lakes, and streams.



Mystery snail

Spiny water flea (*Bythotrephes longimanus*)

The spiny water flea is a small, aquatic crustacean about half an inch long—more than ten times bigger than native water fleas, such as *Daphnia*. It has a long tail with sharp spikes that protect it from predators, and are an unfit and potentially dangerous food source for small fish. This non-native organism poses a concern for recreational fishermen and the local food web. It takes away food and space from native zooplankton, which can leave fish to starve. The spikes also get stuck on fishing gear, forming sticky clumps. Eggs can survive in fish stomachs and on fishing gear, which makes it easier for them to spread to new places quickly.



Spiny water flea

Zebra mussels (*Dreissena polymorpha*)

Zebra mussels are tiny mollusks, about the size of a pistachio and smaller, with patterned light and dark stripes. They start reproducing when one year old and can make 30,000 to 1,000,000 new mussels each year! Their young (veligers) can travel in even just a drop of water, so draining and drying live wells and holding tanks is just as important as cleaning the outside of your boat. Adult zebra mussels can live a week or longer out of water, attached to boats or equipment, and longer in contaminated water. Zebra mussels build up layers of barnacle-like shells several feet thick and use a specialized connective mechanism, called byssal threads, to securely attach themselves to a wide variety of surfaces like pipes, boat hulls, launch structures, and docks. Even though they have not been found in New Hampshire, they have been found in some of our neighboring states.



Zebra Mussel



Laws About Aquatic Invasive Species

What You Need to Know

What New Hampshire Laws Address Aquatic Invasive Species?

The Lake Host Program educates boaters and offers courtesy boat inspections. Lake Hosts are not enforcers and do not “report” boaters who refuse an inspection or do not comply with the law. You can offer this information to the public if you feel comfortable doing so—it’s one of the reasons why the Lake Host Program is so helpful to boaters; you are helping them protect the lake while helping them avoid fines.

All recreational boaters must:

- Clean off all mud, plants, animals, and debris from their boat, trailer, and equipment.
- Drain motors, bilges, live wells, ballast tanks, storage compartments, and gear.
- Open/remove all drain plugs and drain all compartments and gear (where runoff won’t flow back into the water) before leaving the ramp and leaving it open while trailering (i.e., while driving down the road).
- Use available tools at access sites on boats, trailers, and gear to prevent the spread of invasive species.



NH RSA 487:16-a Exotic Aquatic Weed Prohibition

No exotic aquatic weeds shall be offered for sale, distributed, sold, imported, purchased, propagated, transported, or introduced in the state.



NH RSA 487:16-b Exotic Aquatic Weed Penalties

It shall be unlawful to offer for sale, distribute, sell, import, purchase, propagate, negligently transport, or introduce exotic aquatic weeds into New Hampshire waterbodies. Any person engaging in such an activity shall be guilty of a violation.

NH RSA 487:16-c Transport of Aquatic Plants or Exotic Aquatic Weeds On Outside of Boats, Vehicles, and Equipment

No person shall negligently transport any aquatic plants or plant parts or exotic aquatic weed or weed parts to or from any New Hampshire waters on the outside of a vehicle, boat, ski craft as defined in RSA 270:73, trailer, or other equipment.



NH RSA 487:16-d Draining of Water Conveyances

- When leaving the state's waters, a person shall drain their boat and other water-related equipment, including live wells and bilges.
- Drain plugs, bailers, valves, or other devices used to control water draining from ballast tanks, bilges, and live wells shall be removed or opened while transporting boats and other water-related equipment if the vessel is so equipped.



Laws About Aquatic Invasive Species

What You Need to Know

NH RSA 487:16-e Use of Best Available Technology at Public Boat Access Sites

- Public boat access facility owners, such as state agencies and municipalities, may provide various technologies including, but not limited to, garden hoses, cleaning tools or units, and decontamination units at their access sites for cleaning, draining, drying, or decontaminating boats, trailers, and aquatic gear to prevent the spread of aquatic exotic invasive species.
- Before entering and after exiting the waterbody through a boat access facility, boaters using public boat access facilities shall use the clean, drain, dry, or decontamination technology made available at that site when such technology is available, without cost and not otherwise restricting access to the public waterbody.

NH RSA 487:16-f Penalties

Any person who violates RSA 487:16-c through 487:16-e shall be guilty of a violation punishable by a fine of \$50 for a first offense, \$100 for a second offense, and \$250 for any subsequent offense. The authority to enforce these sections shall extend to all peace officers in New Hampshire.

RSA 207:14 Prohibited Species – Importation, Possession, and Release

No person shall import, possess, sell, exhibit, or release any live marine species or wildlife, or the eggs or progeny thereof, without first obtaining a permit from the New Hampshire Fish and Game Department Executive Director. No person shall be issued a permit to import (*Fis 803.03 & Fis 803.04(b)*), possess (*Fis 804.03*), or release (*Fis 805.01*) designated prohibited wildlife.

How Can Boaters Prevent the Spread of Aquatic Invasive Species?

CLEAN: Visually inspect boats and trailers before entering *and* leaving the water. Remove and dispose of all plants, animals, mud, and other debris. Inspect all live wells, recreational gear, fishing gear, pets, and anchors. Dispose of unused bait and unwanted fish parts in a trash can. *Cleaning is the law!*

- **If the hull of a boat feels sandpapery, there may be zebra mussel growth on the vessel.** Visit the nearest boat-friendly car wash to clean the boat, trailer, and gear with high-pressure hot water.
- **Inspecting jet-powered craft:** Personal watercraft have a jet drive system requiring extra precautions. Invasive species can become stuck in the jet drive system and get transported from one waterbody to another.
 - Start and run the engine for a second or two to blow out any excess water and debris. *(Check that no one is standing directly behind the watercraft and that the expelled water won't flow directly into the lake.)* After the engine stops, pull out any plants or other debris still in the steering nozzle and inspect the water intake for plant fragments.

DRAIN: Open all drain plugs and drain water from the motor, bilge, live wells, ballast tanks and bags, fishing gear, bait buckets, and other locations where water collects. Keep all drain plugs open/out while trailering between waterbodies. Draining should occur away from the lake and not on the ramp to prevent the drain water from flowing back into the lake. Put drain plugs back in before launching again. *Draining is the law!*

DRY: Allow boats, trailers, and recreational gear to dry for at least five days before using again. Visit a boat-friendly car wash before launching into another waterbody if the last one was infested or if a five-day drying time is not possible.

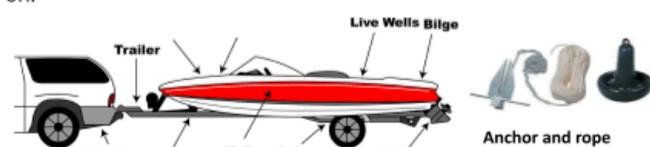
Inspection Check Points by Watercraft Type



For paddle craft: Check the hull, inside cockpit and storage areas, all paddles and the trailer it came in on.



For Jet ski/boat: Ask the owner to stop and start the engine to remove trapped water. **This will NOT damage motor!**



For boats on trailers: Check all of these “SNAG AREAS” areas. You should walk around the entire boat, and get down to check under the trailer and behind the wheel wells. Check the anchor and rope, too!



How to Conduct a Successful Inspection

Lake Hosts are the first friendly faces visitors see when they arrive at a boat launch area. The visitor recognizes you as someone 'official' because you are wearing your Lake Host uniform. Approach everyone who visits the ramp with confidence and a positive attitude.

Inspect ALL boats arriving to and departing from the water, following the instructions provided in this section. Boaters have the right to refuse an inspection and cannot be prevented from using the lake. Inform everyone about aquatic invasive species and what they can do to protect the lake. Everyone loves the lake, which is the greatest thing we all have in common!

Collecting high-quality survey data is an essential aspect of the Lake Host Program. All boater survey information collected is compiled and stored in a digital database. The Local Coordinator may elect to have Lake Hosts enter survey data directly into a mobile device using the Field App created by NH LAKES or have Lake Hosts fill out paper survey sheets to be cataloged digitally later.

Simple Steps for Conducting Successful Inspections

Before starting your inspection, make sure to have the Observational fields filled out on your paper survey or in the Field App:

Group name/access site: The local lake association you are working with.

Lake Host Name: BE CONSISTENT. Example: JSmith

Inspection date and time: The date and time the survey/inspection was conducted. In the Field App, this will auto-fill when you open the survey and can be edited by clicking on the date/time field.

Launching or Leaving: If you are inspecting a boat that is arriving to launch, select ARRIVING (if on paper, write an "A"). If you are inspecting a boat leaving the launch, select DEPARTING (if paper, write a "D")

For boats ARRIVING from the road: "Welcome to the lake!" Approach the boater before they begin backing down the ramp.

For boats DEPARTING from the water: "How was it out there?" Allow the boaters time to pull their boat out of the water and pull off the ramp before approaching them.

Always introduce yourself to visitors and explain why you are at the ramp:

"Hello! I'm [your name] with the [local lake association], working with NH LAKES to help prevent the spread of aquatic invasive species. Invasive species like milfoil and Asian clam can wreak havoc on the natural balance of our lake, making activities like boating, fishing, and swimming unsafe and jeopardizing property values and the local economy.

But don't worry, I've got your back! I can show you the clean, drain, & dry method to stop these pesky invaders in their tracks. Plus, I'll conduct a courtesy boat inspection and remove any plants on your gear, trailer, or vessel for free - no strings attached! Let's work together to keep our waters healthy and thriving."

How to Conduct a Successful Inspection

Ask the boater for permission to inspect their boat. You can always reassuringly say, “I know you are in a hurry—it will only take a couple of minutes, and you’ll be out on the lake (or on the road) in no time.”

Observe the type of boat:

For MOTORIZED boats:

- When a boater is arriving to launch their boat, observe and record the **state** of the motorboat registration.
- Next, ask them the last lake they were in. Be sure to note which state the waterbody was in! When using the Field App, the STATE of the last waterbody visited must be entered first.

Example: NH, ME, etc. If you don’t see the state in the drop-down in the Field App, choose “OTHER” and free-type the state's name.

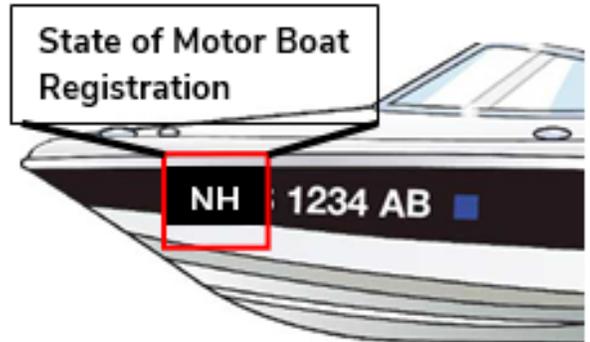
- **Ask if the boat has a ballast tank/bag.** A ballast tank (or bag) is filled with water to make the boat heavier to make larger waves for wake surfing—record the answer.

For NON-MOTORIZED boats: Do not record the state of registration.

- If there are multiple boats in the group, select yes. **A group is defined as up to three non-motorized boats coming from the same place, typically a family.** Boats arriving from different locations require separate surveys.

Unsure? Politely ask the boater if the boat has a motor. Small trolling motors are common in sailboats and canoes.

Perform a thorough inspection using the following checklists for all boaters ARRIVING from the road or DEPARTING from the lake.



When a boater tells you the name of the last New Hampshire waterbody (or next potential waterbody) their boat was in...

Check the INFESTED WATERBODIES list in this manual to see if that lake has an aquatic invasive species!

Let the boater know what the status is so that they can be extra diligent when they “Clean, Drain and Dry” to prevent spreading invasive species from that waterbody.



How to Conduct a Successful Inspection

For boats ARRIVING from the road:

"I'm here to help you protect the lakes you love from invasive species. Do you mind if I quickly check your boat, trailer, and gear for hitchhiking plants or animals before you launch?"

- ✓ Run your hand along the hull while you walk a complete circle around the boat. If the hull of a boat feels sandpaperly, there may be zebra mussel growth on the vessel. Encourage the boater to visit the nearest boat-friendly car wash to decontaminate with high-pressure hot water. **Do not prevent them from launching.**
- ✓ Check underneath the trailer, on the carpet, and at any snag points for plants or animals. Check the license plate area, trailer lights, wheel wells, motor, propeller, and anchor line. **Do not reach into a boat without permission.**
- ✓ Ask the boater what lake or waterbody the boat visited last, and record this information on your boater survey sheet or in the Field App.

STATE/TOWN of the Last Waterbody this Boat Visited:

When a boater arrives to launch their boat, ask them about the last lake they were in. Be sure to note which state/town the waterbody was in for accuracy! When using the Field App, the STATE of the last waterbody visited must be entered first. **Example:** NH, ME, etc. If you do not see the state in the drop-down, choose "OTHER" and type it in.

NAME of the Last Waterbody this Boat Visited:

Once you have noted the state/town of the last waterbody, carefully record the NAME of the waterbody. When using the Field App, a list of waterbodies within the state you selected will appear as a drop-down. If you chose 'OTHER' as a state, type the name of the waterbody in the comments at the end of the survey. Don't be afraid to ask the boater how to spell the waterbody name!

- ✓ Use friendly conversation to collect answers to the "Clean," "Drain," and "Dry" sections of the boater survey.

Example: "Have you had a chance to drain your boat—livewells, motor, bilge, storage compartments, ballast tanks/bags— before coming to this ramp?"

Boater says "YES": Thank you! Has your boat been drained and the drain plug has been open/out since the last waterbody? The law requires boats to be drained before leaving the ramp and that all drain plugs are open or out during trailering. Before launching, please don't forget to put the drain plug back in and make sure it is closed."

Boater says "NO" or "I DON'T KNOW": "Thanks for letting me know. Please open all the drain plugs and tilt the motor up to avoid spreading invasive animals into the lake. A law went into effect in 2017 requiring boaters to drain their boats after boating and to keep the drain plugs out/open when trailering. Boaters can be fined for not doing so. But, don't worry, as a Lake Host Inspector, I'm just here to help you."

****If a boater answers "NO" and has been in a waterbody with an AIS**:** Let them know their boat could be potentially harboring invasive species and politely suggest they visit a boat-friendly car wash before launching. **Lake Hosts are not enforcement officers and MAY NOT stop a boat from launching.**



How to Conduct a Successful Inspection

Cleaned: Ask the boater, “Have you cleaned your boat since leaving ____?” This includes using a hose or visiting a car wash. Cleaning is the law in New Hampshire. Some boaters may not know that!

Drained: Ask the boater, “Have you drained all the water out of your boat and recreational gear since then?” This includes pulling the drain plug (and leaving it out while in transit), emptying all compartments holding water in motorboats, flushing water out of personal watercraft, and sponging out paddle craft. Draining is the law in New Hampshire and is relatively new (passed in 2017), so be sure to help boaters by sharing this important information!

Dry: Ask the boater, “Has your boat been dry or out of water for **five days** since the last time you used it?” Studies show that it takes at least this long to kill hitchhiking plants or animals hiding in hard-to-reach places. Sometimes, boaters don’t like to wait that long. Be sure to let them know about the nearest boat-friendly car wash that offers a high-pressure hot-water wash. They can also use a hose and a towel at home if no other options are available.

- ✓ When you have completed your survey and finished performing the inspection, always thank boaters for their time. Don’t forget to wish them well on the lake and offer a brochure and decal.

For boats **DEPARTING** from the water:

“I hope you had a great time on the lake! I’m just here to help prevent the spread of invasive species. Do you mind if I quickly check your boat and trailer for hitchhikers once you get situated?”

- ✓ Get down and check underneath the trailer, on the carpet, and at any snag points for plants or animals. Check the license plate area, trailer lights, wheel wells, motor, propeller, and anchor line.
- ✓ Remove all vegetation and debris with the boater’s consent. Submit **all** suspicious specimens for identification, and then dispose of vegetation and debris in the trash. Get permission before reaching into a boat!

You Found Something Suspicious On The Boat!

...NOW WHAT?

Nice job! Let the boater know that there is something on the boat and **ask for their permission to remove it.**

Always speak carefully and without blame when removing specimens.

Does it look suspicious up close?

YES! Inform your local coordinator—they will decide whether or not to submit it for identification. Or, use the field app to submit a photo!

Gently remind the boater that, by law, boats must arrive to a launch free of plants, animals, and debris. **Check the boat again with the boater to make sure nothing was overlooked.**

NOPE! If it is obviously a maple leaf, lily pad, etc., dispose of it in an area where it will not wash back into the lake.



How to Conduct a Successful Inspection

- ✓ Ask the boater what lake or waterbody this boat **may visit next**, and record this information:

STATE of the Next Waterbody this boat may visit: After a boater has pulled their boat from the water, record what STATE they might visit next.

NAME of the Next Waterbody this boat may visit: Once you have noted the STATE of the next possible waterbody, carefully select the NAME of the waterbody from the dropdown list.

Why is this (next waterbody) question important? Not every lake has a Lake Host Program to protect it from aquatic invasive species. This data helps us see relationships between waterbodies to identify what lakes and ponds may be at risk. It also helps us better understand how traffic travels across state lines so we can communicate more effectively with our partners in neighboring states.

- ✓ Remind the boater, in a friendly manner, that cleaning and draining after leaving is the law and that they will want to leave drain plugs open while in transit to avoid fines. If they can't dry their boat for 5 days, they should visit a car wash, use a hose, or, as a last resort, at least towel dry.
- ✓ Thank the boater for their time, and wish them a happy day!

If the boater does not allow you to inspect their boat:

It is their right to refuse an inspection. Do not get angry with a person who denies inspection. If you leave a good impression this time, they may warm up to an inspection in the future.

- ✓ **Smile!** Be compassionate and understanding. "I'm only an educator, I don't enforce anything, and I'm not here to report you. We provide courtesy inspections to help keep the lakes clean and to help boaters know and understand the "Clean and Drain" law to avoid fines. Thanks for your time. Have a great day!"

DO NOT:

- Raise your voice, or be condescending, disrespectful, or threatening to the boater.
- Try to prevent the boater from launching or say that you are going to 'report' them.
- Hold Marine Patrol, Fish & Game, or DES staff to a higher or lower standard.

All boaters should be reminded to "Clean, Drain, and Dry" to prevent the spread of aquatic invasive species, and everyone should be treated the same way — **with respect**.



How to Fill Out A Boater Survey

Quick Reference

Required Fields for Every Inspection:

- **Group name/access site:** The local group you are working with.
- **Lake Host name:** First initial and last name. BE CONSISTENT (Example: JSmith)
- **Inspection date and time:** The date and time the survey/inspection was conducted. In the Field App, this will auto-fill when you open the survey and can be edited by clicking the date/time field.
- **Launching or Leaving:** If you are inspecting a boat that is arriving to launch, select ARRIVING (if paper, write an "A"). If you are inspecting a boat leaving the launch, select DEPARTING (if paper, write a "D")
- **Type of Boat:** Does it have a motor? It is motorized. What about a canoe with a trolling motor? Motorized. Sailboat? Ask the boater if you are not sure!

Questions for Motor Boats ONLY:

If you select motorized, follow-up questions will come up.

- **State of Registration:** By observation. Do not record the registration number.
- **Ballast Tank:** A ballast tank (or bag) is filled with water to increase the boat's weight.

Questions for Non-Motorized Boats ONLY:

If you select non-motorized, follow-up questions will come up.

- **Multiple boats in group:** Example: A family with three boats coming from the same location. Boats arriving from different locations require separate surveys. Cannot exceed three.

Questions to Ask Boater:

- **Has the boater talked with a Lake Host before?**
- **What is the boater's primary activity:** How are they enjoying the lake today?
- **State of the last or next waterbody this boat visited:** Once you have noted the STATE of the last waterbody, carefully record the NAME of the waterbody.
 - If the waterbody is not listed, select 'Other' for the State, and type in the State and waterbody.
- **Cleaned:** Ask the boater, "Have you cleaned your boat since leaving ____?". This includes using a hose, soap, and a sponge or visiting a car wash. Cleaning is the law in New Hampshire. Some boaters may not know that all plants and debris must be removed, whether invasive or not!
- **Drained:** Ask the boater, "Have you drained all of the water out of your boat and recreational gear since the last time you used your boat?"
- **Dry:** Ask the boater, "Has your boat been dry or out of water for **five days** since the last time you used it?"
- **Commitment question:** Ask boater: Can we count on you to Clean, Drain, and Dry even when a Lake Host is not present?

Required Fields for Every Inspection

- **Were any plants or animals found during the inspection:** ALL findings should be submitted. If using the app, submit directly through the survey. If using paper, email the photo to NH LAKES. **It is important to take a CLEAR photo on a properly filled-out photo submission form that shows scale and detail.**



Boater Survey Field App Instructions

Using the Survey123 App

Using Survey123 to collect data in the field:

Step 1: Go to your app store on your smart device to download the FREE “Survey123” app. **In 2026, redownload the app and the survey, even if you already have them on your phone.**

Step 2: Once you have downloaded the app, use the web browser on your phone to navigate to <https://arcg.is/mqPyf0> and click “Open in the Survey123 field app” to download the NH LAKES Boater Survey onto your mobile device. **This is case-sensitive.**

Step 3: Open the Survey123 App (green icon with a white checkmark). Click “Continue without signing in” and open the NH LAKES Boater Survey. Continue without signing in. *No password is required.*

Step 4: Once you have opened the NH LAKES Boater Survey, click the blue “Collect” button to open a fresh survey!

Step 5: Enter your survey information. Take your time and check to confirm you selected the correct fields.

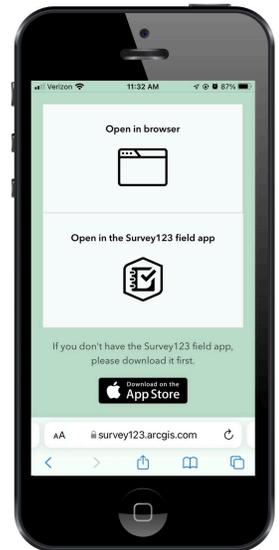
Step 6: Hit the checkmark (lower right-hand corner) to submit your survey.

- If the local boat launch has limited cellular service, or to save on data charges, save your survey locally on your mobile device in your “Outbox” to be submitted later when Wi-Fi is available.
 - **Pro Tip:** You can put your mobile device in airplane mode to conserve battery and cellular data.
- **Surveys saved in your outbox MUST be submitted to be counted.** Once Wi-Fi is available, turn off airplane mode and tap the green “outbox” button.
- Once in the outbox, look for the light-green oval “Send” button and hit Send!

Step 7: Clean up the storage on your mobile device periodically.

- Open the Survey123 App (green icon with a white checkmark) and open the Survey123 App settings by clicking on the button in the top right-hand corner (seen as three white dashes).
- Click the “Settings” button that resembles a white gear.
- Click the “Storage” button that says “Manage local data.”
- Click “Delete Submitted Surveys.”
- **Note:** DO NOT select “Delete Survey” within the NH LAKES Boater Survey, or you will need to re-download the boater survey following Steps 1-5 above.

If you have difficulties, email lakehost@nhlakes.org





Lake Host Program

Local Program Coordinator/Co-coordinator Position Description

Position Summary:

Each organization accepted as a Lake Host Program partner must designate a Local Program Coordinator to supervise NH LAKES' employees and volunteers specifically hired for their local program. The Local Program Coordinator serves as the direct point of contact for NH LAKES and ensures their group meets all requirements to partner in the Lake Host Program. This is an unpaid, volunteer position.

Program partners may elect to designate a volunteer Co-coordinator who assists the Local Program Coordinator. The responsibilities of the Co-coordinator may be a subset of the responsibilities described in this position description and agreed upon by the local group's leadership.



Essential Responsibilities:

Hiring Process:

- Recruit and interview potential Lake Host Program employees and/or volunteers to staff the approved ramp location(s).
- Provide recommendations for hiring Lake Host Program employees to NH LAKES.
- Collaborate with NH LAKES to ensure Lake Host Program employees are hired in accordance with New Hampshire labor laws.

Training and Performance:

- Attend the annual coordinator training and ensure all Lake Host Inspectors have attended a Lake Host training session in the current season.
- Regularly visit all Lake Host Inspectors at the access site to evaluate performance and offer respectful and constructive feedback and retraining; restock supplies, and evaluate the access site to ensure safe working conditions.
- Communicate with NH LAKES about employee or volunteer performance in a timely manner.

Program Management:

- Determine the pay rate for paid Lake Host Inspectors at a rate of at least \$10 per hour.
- Develop weekly ramp coverage schedules for Lake Hosts. Provide the Lake Host (volunteer and employee) schedule to Lake Host and communicate, in advance, if there are any scheduling changes.
- Supply all Lake Host Inspectors with appropriate materials and uniforms.
- Publicize the Lake Host Program in the local group's newsletter, papers, and social media.
- Submit the Program Evaluation to NH LAKES by the requested deadline.
-



Lake Host Program

Local Program Coordinator/Co-coordinator Position Description

- Ensure your group is in “Good Standing” with NHDES (refer to “How You Can Run a Successful Program” section in the Lake Host Training Manual).
- Notify NH LAKES immediately of any Lake Host Inspector safety issues, injuries, or concerns with boaters. NH LAKES has a zero-tolerance policy for harassment of any kind.
- Communicate with NH LAKES regarding inspection, staff, and ‘saves’ data.

Payroll:

- Verify all individual employee timesheets as instructed by NH LAKES.
- Coordinate with your group’s treasurer to ensure that your group does not overspend your payroll account.

Data Management:

- Ensure the volunteer match sheet is completed with information from all volunteers, including the Local Program Coordinator.
- Boater survey data must be digitally submitted to NH LAKES as soon as possible, within the same pay-period. Data must be submitted through the platforms provided. The Local Program Coordinator may elect to collect data on paper to be later entered into the platforms.

Compensation and Benefits

- Lake Host Program Coordinator is a volunteer-only position, and is expected to contribute approximately 5 hours weekly to program administration, ramp visits, and communications.
- This temporary, seasonal, and volunteer position does not include benefits.

Organization Information:

The mission of NH LAKES is to restore and preserve the health of New Hampshire’s Lakes. We work with partners, promote clean water policies, and inspire the public to care for our lakes. Founded in 1992, NH LAKES is a statewide, publicly-supported, and grant-funded 501(c)(3) nonprofit organization. The Lake Host Program is a collaborative effort between NH LAKES, the New Hampshire Department of Environmental Services, and local partners to prevent the spread of invasive aquatic plants and animals in New Hampshire’s waterbodies.



Lake Host Program

Terms of Participation

This document outlines the required terms to participate as a partner group in NH LAKES' Lake Host Program. NH LAKES may terminate a group's participation at any time for a violation of these Terms of Participation or misconduct.

Partner groups will:

- Uphold local leadership positions to maintain a Lake Host Program which cultivates a well-functioning, professional, safe, and inclusive Lake Host Program at their lake(s):
 - The Program Leader (required) authorized the submission of the annual Payroll Award Application to NH LAKES.
 - The Program Treasurer tracks payroll spending and local match. This position is required for partner groups receiving a payroll award.
 - The Local Program Coordinator (required) acts as the primary point of contact with NH LAKES and manages the day-to-day activities of their local program, including Lake Host Inspectors.
 - Optional: Co-coordinator or a program assistant/manager.
- Ensure the partner group supports NH LAKES at the minimum \$300 annual "Partner" level– this amount will count toward the organization's local match.
- Refer to the program as "a program of NH LAKES" in partnership with the local group in all written and verbal communications.
- Partner groups intending to coordinate paid Lake Host Inspectors at their lake(s) must uphold an inspection schedule to spend out the payroll award amount provided by NH LAKES. Groups may use payroll award funds to staff the program through the following dates:
 - Monday, April 27, 2026 – Monday, October 26, 2026. ***pending approval of NH LAKES' contract with the Executive Council.*
- Provide local funds to NH LAKES to pay wages and benefits before the payroll award runs out.
- Contribute a minimum of 100% local match toward the payroll award and maintain proper documentation. Documentation must be submitted to NH LAKES by the end of the final pay period to be counted for your group. The following counts as local match:
 - Local funding spent on additional hours beyond what is provided through the payroll award.
 - All volunteer time, including time spent maintaining the program by phone, email, or in person, time spent driving to or from the ramp, time spent at training, etc.
 - Out-of-pocket program expenses, including postage, chairs for Lake Host Inspectors, ramp supplies, volunteer mileage (valued at the federal rate), etc.
- Ensure participant safety and immediately report to NH LAKES:
 - Violations of NH LAKES' zero-tolerance policy of harassment or violence from/towards any Lake Host Program participants.
 - Safety issues and/or injuries incurred by any employee while working for the Lake Host Program.
- Obtain and distribute NH LAKES program materials (signage, uniforms, training, outreach). Program participants should be able to obtain these materials without entering a private residence.



Lake Host Program

Terms of Participation

NH LAKES will:

- Pre-approve payroll award determinations based on standardized criteria and review all payroll award applications.
- Hire employees based on partner group recommendations. NH LAKES reserves the right to refuse any individual for an employee or volunteer role who does not appear qualified or who has proven to be a poor fit for the role in the past.
- Manage the payroll for employee hours worked (with proper documentation and verification provided), provide statutory benefits (Medicare, Social Security, State Unemployment Insurance, Workers' Compensation Insurance), and manage all payroll and IRS reporting requirements.
- Offer a retirement plan option for eligible employees (employee must be projected to earn \$5000 or more).
- Provide complimentary program materials for Lake Host Inspectors and the local program:
 - Uniform (t-shirt and hat), pen, clipboard, training manual, and an initial supply of necessary paperwork and handout materials.
 - Provide formal training for program participants.
 - Provide one complimentary A-frame "Lake Host on Duty" ramp sign for each program.
- NH LAKES is an at-will employer and retains the right to terminate an employee's or volunteer's relationship with the Lake Host Program. Only NH LAKES may provide employees with written disciplinary actions, and will collaborate with the partner group to address local program participant behavior concerns.
- Investigate violations of NH LAKES' zero-tolerance policy about harassment and violence from/towards any Lake Host Program participants.
- Provide weekly updates to the group's leadership on payroll spending.
- Make a report of suspicious specimen identifications available.
- Provide a final activity report with basic data analysis at the end of the season.
- Maintain relationship and remain in good standing with the New Hampshire Department of Environmental Services, including the fulfillment of grant obligations necessary to support the Lake Host Program, subject to circumstances beyond NH LAKES control.
- Communicate with program participants in a timely manner.



Lake Host Program Seasonal Outline

For Program Coordinators

Resources for the tasks below can be found on the NH LAKES local coordinator resource webpage at <https://nhlakes.org/lake-host-local-coordinator-resources/>.

January:

- Contact your town for matching funds for the upcoming Lake Host season. Use the funding request letter found on the coordinator resources page, titled “Example Support Letter for Municipalities”.
- Consider sharing the NH LAKES Charitable Giving Fund webpage with your group's partners by visiting <https://nhlakes.org/lake-host-charitable-giving/>.
- 100% of proceeds support the expense of Lake Hosts at your boat ramp.

February:

- Look for, complete, and submit the payroll award application to NH LAKES.
- Ensure your program is in “Good Standing” with NHDES (refer to “How to Run a Successful Program section)
- **NH LAKES sends notice via email, mid-month of the Payroll Award Application to Lake Host and Lake Association partners.**

March:

- Determine staffing needs and specific pay rates for paid Lake Hosts. NH LAKES provides the Lake Host Budget Calculator on the coordinator resources webpage as a tool to determine these needs.
- Call potential Lake Hosts to confirm their summer availability, subject to confirmation of funding from NH LAKES.
- **NH LAKES reviews submitted Payroll Award Applications and updates Lake Host materials.**

April:

- **NH LAKES notifies groups of their payroll award by the end of the month; typically within the first half of the month.**
- Use the “Help Wanted flier” found on the webpage to recruit Lake Hosts. Consider posting on local bulletin boards and websites such as Facebook, Craigslist, and Indeed.
- Volunteer Lake Hosts must submit an online form, found by visiting: <https://nhlakes.org/lake-host/>
- Begin interviewing people suitable for paid and volunteer Lake Host positions, keeping scheduling needs in mind. Refer to the “How to Run a Successful Program” document found in the Training Manual for interview questions.
- Watch for notification of payroll awards, forms, and training dates from NH LAKES.
- For paid Lake Hosts only, submit a [Hire Request Form](#) (found on webpage) to NH LAKES. Create a schedule for the season. Hire requests must be submitted for each group a Lake Host is working with.

What would you add to this list?

The document is intended to help smooth out the transition when local coordinators take over, or start up a local Lake Host Program for the first time.

Let us know of additions by emailing lakehost@nhlakes.org



Lake Host Program Seasonal Outline

For Program Coordinators

May:

- Complete the annually required lake host coordinator training; let NH LAKES know if you intend to join in-person or remotely. Uniforms and materials will be available for pickup at training, or you can schedule a pickup at our office in Concord.
- Sign up Lake Hosts for the annually required online lake host training.
- Send in additional local funding for Lake Host payroll if applicable. Local funding from municipalities, lake associations, or Lake Host Charitable Giving contributes to your percent match for the awarded NH LAKES funds.
- **NH LAKES helps to hire and train Lake Hosts, Program Managers, and Local Coordinators. They ensure all paperwork is completed correctly and confirm the hire. NH LAKES does not authorize work of paid employees until their individual hiring process is complete.**

June, July, August:

- The Lake Host Program is in full swing. At this time, Lake Hosts are actively working at the ramp and collecting surveys. **Boater traffic increases at the lake during holiday weekends, particularly the 4th of July Weekend. Make sure to have coverage.**
- Visit Lake Hosts **often** to check on safety and performance and restock materials. Provide additional training to Lake Hosts, as needed, to improve performance. Coordinators may opt to bring water or ice cream for Lake Hosts as a surprise.
- Track your volunteer match using the ["List of Volunteer Match Spreadsheet for digital entry"](#) found on the Lake Host Coordinator Resources webpage.

September:

- Boat traffic will slow down during non-holiday times, and school-aged Lake Hosts will return to class. **Labor Day weekend increases boat traffic at the lake! Make sure to have coverage.**
- NH LAKES sends weekly financial reports to your group's treasurer; coordinators should work with leadership to stay up to date on funding levels.
- Now is the time to boost volunteer coverage at the ramp if your group's award match looks low!

October:

- Submit all volunteer match information and boater surveys to NH LAKES.
- Thank your Lake Hosts for their hard work protecting our Lakes, and encourage them to join again next season!
- **NH LAKES sends the End-of-Season Survey to all participants.** Please complete the survey, and make sure your Lake Hosts do too, to help us improve the program!
- NH LAKES cleans up and analyzes the boater data collected by your group.
- NH LAKES prepares an in-depth Final Activity Report and sends it to your group leadership before the end of fall. Save this somewhere important; you'll need it to complete next year's application.
- **NH LAKES completes its final report for the New Hampshire Department of Environmental Services and requests funding for next season.**



Local Coordinators

How You Can Run a Successful Program

This document will teach you how to run your local Lake Host Program effectively. Referenced materials are available on the Lake Host Resources webpage.

Step 1: Recruit your team

One of your key roles is to recruit volunteers and paid Lake Hosts—your local program will only be as good as the Lake Hosts at the ramps! *Note: Individuals under 16 may not be a Lake Host.*

- 1. Advertise:** You can place an ad on your local social media page, newspaper, newsletter, or public bulletin boards—like the ones you might find at the library or general store. You can advertise at local schools, your association website, Craigslist, and Indeed.
- 2. Provide Job Description:** Provide individuals interested in volunteering or working as a Lake Host with the position description and a training manual. Be sure to explain that Lake Hosting is a part-time, temporary, seasonal position entirely outdoors!
- 3. Interview:** Conduct interviews once you have qualified individuals to serve as Lake Hosts. Use phone and video conferencing software to interview potential Lake Hosts, or meet in person at a public location such as a coffee shop, library, or boat ramp.

When interviewing:

- Avoid asking questions or making comments unrelated to the job.
- Outline the specific duties involved in the position. Focus on job responsibilities, work conditions, schedules, and the program mission.
- Describe the pressures of the job. Consider boaters who are disagreeable or rushing, adverse weather, “downtime,” etc.
- Describe who they will report to and the dynamic. Let them know how independent their work will be and the decision-making discretion that they may have. Stress that Lake Hosts are educators, not enforcers.
- Agree on their hourly rate and working hours. Lake Host employees may not be paid less than \$10/hr. Only under extreme circumstances will NH LAKES authorize work over 40 hours in one week. This includes hours worked for multiple Lake Host partner groups.
- Do not ask inappropriate questions related to sex, age, race, ethnicity, nationality, disability, mental illness or ability, sexual orientation, gender, gender identity/expression, sex characteristics, religion, creed, or individual political opinions.



Local Coordinators

How You Can Run a Successful Program

- **Do ask the following questions:**

- ✓ Are you 16 or older?
- ✓ Do you have transportation to the ramp?
- ✓ How did you hear about this position?
- ✓ Why are you interested in this position?
- ✓ Are you available to work the days and hours expected of this position?
- ✓ Do you feel comfortable interacting with the public for educational purposes?
- ✓ Do you agree to appear in uniform while performing Lake Host duties?
- ✓ Do you feel confident working in variable weather?

Step 2: Get Your Team Signed Up and/or Hired

Once you have selected individuals to join your team, notify candidates who were not chosen and thank them for their interest. Then, proceed with the onboarding process! **NH LAKES uses online software to collect the majority of the paperwork.**

- New Lake Host Program employees and volunteers must complete all onboarding forms.
- Returning Lake Host employees and volunteers from the previous year may not need to complete all hiring and onboarding forms. NH LAKES will follow up with the forms they need to complete.
- Volunteers are only required to fill out an online Volunteer Information Form annually.

Collect the following information for each employee, and submit them for hire as instructed by NH LAKES through the "Hiring Request Form". You can find the information below in your email if an employee has submitted an Inquiry Form.

- Employee name
- Employee phone number
- Employee email address
- Employee position
- Employee hourly rate
- Employee's estimated hours per week
- Employee under 18, yes or no
- Is the employee a rehire, yes or no
- Employee's anticipated start date
- The Employee will receive an invitation to our online onboarding system to fill out four required forms:
 - Lake Host Employee Info Form
 - W-4 Form
 - Direct deposit information
 - Once you have selected your Lake Host(s), submit the hire request form(s) to NH LAKES.



Local Coordinators

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- For Lake Hosts aged 16 and 17, a Youth Parental Permission Form is required. This will be emailed directly to the Lake Host with their offer letter. **NH LAKES will provide Lake Hosts with their Hiring Letter after the hire request form has been submitted.**
- **The federal I-9 Form is now completed online using E-Verify. NH LAKES verifies I-9 Forms.**
- For returning paid Lake Hosts only, NH LAKES will determine whether the federal I-9 form must be completed.
 - Employees will complete the first page of the I-9 and must provide appropriate identification to complete the second page.
 - I-9 Forms must be completed using E-Verify or by NH LAKES staff. Mailed or emailed copies of I-9 Forms will **not** be accepted.
- Once NH LAKES the employee has completed their online forms, you and the employee will be notified over email that their onboarding is completed.
- Employees must be approved by NH LAKES before they can work at the ramp.

Step 3: Get Your Lake Hosts Trained

All Lake Hosts must have access to a Lake Host Training Manual and have watched or attended training before staffing the ramp.

- Program Coordinators may offer additional local training.
- All Lake Host Training recordings will be available online for viewing if Lake Hosts cannot attend live.
- Time spent at training should be recorded on the employee or volunteer's timesheet.

Emergency Contact Information

NH LAKES Office
Monday – Friday from
9:00 a.m. – 4:00 p.m.
603.226.0299

Contact the numbers below for emergency use only. These are strictly for emergencies.

Andrea LaMoreaux 603.731.0521
Brea Arvidson 518.932.1449

Workers Compensation Reporting

If an employee is injured on the job, seek appropriate medical care and go to the nearest emergency room, if needed.

The Local Coordinator should report the following to NH LAKES:

- Date and time of injury
- Cause of accident
- Nature of injury
- Contact information for witnesses
- Details of first aid (if provided)
- Treatment details & doctor seen

Safety First. Lake Hosts should back away from uncooperative boaters and/or leave the ramp if they feel unsafe in any way.



Local Coordinators

How You Can Run a Successful Program

Step 4: Get Your Ramp Staffing Schedule Figured Out

Decide on the ramp staffing plan at the start of the season and inform your Lake Host team and NH LAKES.

- Employees must work at least two hours when reporting to the boat ramp.
- If an employee must stop work within the first two hours because of bad weather, they are paid for at least two hours.
- Employees are paid only for their worked time unless they are affected by the 2-hour inclement weather policy due to unsafe conditions (see Compensation and Benefits in the Lake Host Handbook).
- Lake Hosts must notify coordinators if they leave the ramp due to unsafe conditions.
- Lake Hosts cannot exceed 40 work hours a week (or 80 per pay period). Lake Hosts working at multiple ramps may not exceed 40 hours a week cumulatively.
- If 18 or older, a Lake Host employee may work beyond eight hours a day. Due to working outside, NH LAKES recommends four to five-hour shifts for Lake Hosts.
- Lake Hosts 16 or 17 years old may not work after eight p.m., before six a.m., or for more than six consecutive days and must have a signed youth employment form before beginning work.
- Lake Hosts are entitled to an unpaid 30-minute “eating break” for every five hours of work. It’s the law!
 - During this time, the Lake Host should appear off duty so that visiting boaters are not confused about why the Lake Host is not inspecting boats.
 - Lake Hosts may waive their unpaid eating break if they choose to “eat while they work” and stay on the clock.
 - Lake Hosts cannot be forced to take an unpaid break if they can reasonably eat while working.

**Verify timesheets
by 4 p.m. before or on:**

Pay Period #1: May 11
Pay Period #2: May 25
Pay Period #3: June 8
Pay Period #4: June 22
Pay Period #5: July 6
Pay Period #6: July 20
Pay Period #7: Aug 3
Pay Period #8: Aug 17
Pay Period #9: Aug 31
Pay Period #10: Sept 14
Pay Period #11: Sept 28
Pay Period #12: Oct 12
Pay Period #13: Oct 26

**Add these dates to your calendar!
NH LAKES will also send you a
payroll reminder email in advance
to let you know about the
upcoming deadline and provide
instructions for verifying your
groups timesheets.**

Step 5: Get Your Lake Host Employees Paid

Pay periods are bi-weekly, and you will be required to review and approve timesheets for your team by four p.m. on "Payroll Monday."



Local Coordinators

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- NH LAKES will notify you when the end of the pay period is approaching so you can be ready to review your group's timesheets.
- If you cannot review your group's timesheets, contact NH LAKES before the payroll deadline to make alternative arrangements. NH LAKES can verify your group's timesheets on a limited basis.
- If you forget to verify timesheets, NH LAKES will contact you about missing the deadline.
- Timesheets must be verified to ensure employees are paid on time, in accordance with labor law requirements.

Step 6: Get Your Volunteer Match Counted

Ensure everyone who volunteers, including you as the Local Program Coordinator, records their hours, mileage, and expenses on the volunteer timesheet.

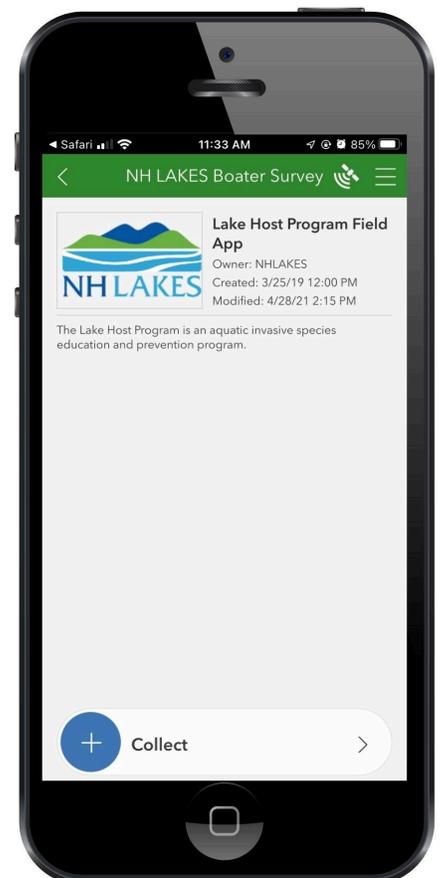
- Submit all hours on a bi-weekly basis by visiting the NH LAKES coordinator resource page and selecting "List of Volunteer Match Timesheets for digital entry."
- Anything and everything that volunteers do for the local Lake Host Program counts towards your group's volunteer match.
- All volunteer time spent on the Lake Host Program counts as volunteer match. Ensure that everyone (including YOU, the local coordinator) diligently records the time you spend on administration, at the ramp, or driving, as well as mileage and out-of-pocket expenses.

Step 7: Get Your Inspections Counted!

Getting accurate survey data is crucial. The information gathered from boaters determines your group's award amount next season.

As a Local Coordinator, you can choose how to collect survey data from Lake Hosts. They can use the mobile app directly in the field or fill out paper sheets to be entered later by the local Program Assistant.

- Review "How to Conduct Successful Inspection" and "Quick References" in this manual.
- Do not send the paper sheets to NH LAKES. **Data must be submitted electronically.**





Local Coordinators

How You Can Run a Successful Program

- Lake Hosts that attend NH LAKES training learn how to use the app; explicit instructions are in the Lake Host Program Training Manual.
- Lake Hosts can still use paper boater survey sheets for initial data collection, followed by re-entry into the digital platform at a later time.
- The Field App works offline and allows you to store surveys in the “outbox” without using cellular data. Lake Hosts must submit surveys later once a Wi-Fi connection is available.
- Field App data should be submitted daily. At most, locations with slower boater traffic may submit data weekly.

Step 8: Get Your Group's Saves Counted

If a Lake Host comes across a suspicious plant or animal on a boat while performing their Lake Hosting duties, they must follow instructions in their manual, take a clear and high-quality photo, and use the photo submission form.

Submit a picture: Lake Hosts can take a photo of any suspicious specimen they find and submit it through the Field App (Survey123).

Submit a picture via email to NH LAKES: If not using the field app, Lake Hosts can take a photo of a suspicious specimen and submit it to NH LAKES at lakehost@nhlakes.org.

All suspicious specimens found during inspections should be submitted, regardless of if it is a confirmed infestation at your lake. Your group should be credited for that “save,” and the New Hampshire Department of Environmental Services must confirm identification for it to be counted.

Step 9: Set Your Team Up for Success and the Unexpected

Ensure your Lake Hosts have everything they need to do their job well. Make sure they have the Field App downloaded, their uniform, paperwork, clipboard, pen, etc.

We ask that you visit your Lake Hosts often while they are at the ramp. Ensure they are safe, comfortable, and prepared to do their job well. Provide them with positive feedback and helpful tips when needed.

Ensure that Lake Hosts can educate boaters on the **“Clean & Drain” law** and follow all behavior expectations.

If a Lake Host is exhibiting poor job performance, contact NH LAKES to determine next steps with the worker or volunteer.

Step 10: Qualifications for Next Season's Payroll Award Application

To qualify to receive a Lake Host Payroll Award next season, all Lake Host Program groups must follow the guidelines below.



Local Coordinators

How You Can Run a Successful Program

- ✓ **Keep track of your group's payroll spending.** Every two weeks, NH LAKES will send an email to your group. The email will list the funding spent on the Lake Host payroll and how much remains for the next payroll.
- ✓ Keep track of your group's local volunteer match. Submit Volunteer Match on the online system. **Your group must meet the minimum 100% match requirement toward your group's payroll award by the end of the season.**
- ✓ Forward all basic employment information to NH LAKES. Verify timesheets on time and in the prescribed manner.
- ✓ Stay on top of entering boater survey data. Your group's award for next season will be determined partly by the inspections entered this season.
- ✓ Submit a final evaluation to NH LAKES. Give us feedback on the Lake Host Program, tell us about your summer, and help us to focus our aquatic invasive species prevention efforts better!
- ✓ Ensure your group's dues with NH LAKES are paid each season.
- ✓ Stay in touch! NH LAKES is here to answer your questions and help you run a Lake Host Program model that works well for your community. When in doubt, give us a call.
- ✓ Be in 'Good Standing' with the State of New Hampshire; more information below.

NH LAKES cannot "up-front" funds for Lake Host payroll.

Please keep a close eye on the Payroll Update emails to make sure that your group does not "overspend." Send in local funds to extend paid Lake Host hours at least one pay period before the funds will be expended.

Step 9: Be in 'Good Standing' with the State of New Hampshire

Groups that plan to submit a Payroll Award Application with NH LAKES, must be in "good standing" with the New Hampshire Secretary of State. Groups must be in "good standing" before the NH LAKES payroll award application deadline. To get in "good standing" status, follow the steps below:

- ✓ File an annual report (form NP-1) with the New Hampshire Secretary of State. This report needs to be filed every five years and comes with a filing fee of \$25. Five signatures are required to complete this form.
- ✓ Log in, or create a "NH QuickStart" account with the Secretary of State by visiting <https://quickstart.sos.nh.gov/online> and select "create a new business" under "File Now."
- ✓ Once logged in, you can file your annual report, pay the state filing fee, and request a Certificate of Good Standing (CGS).
- ✓ Please provide NH LAKES with the Certificate of Good Standing once you have received it, so we can continue our partnership!



Talking Points

Securing Local Funding For Your Lake Host Program

Secure Municipal Funding to Support Your Lake Host Program:

- Encourage your municipal budget committee to include funding in the annual budget to expand your local Lake Host Program. Most groups participating in the Lake Host Program receive supplemental funding from their municipality. The average municipal funding is approximately \$4,000 for groups receiving municipal support. Contact NH LAKES if you want a letter of support to bring to your municipal officials.
- Submit a warrant article requesting that voters at the annual town meeting approve the dedication of municipal funds to supplement the local Lake Host Program. Contact your municipal office to determine the requirements and deadlines for submitting a warrant article.
- **In the months, weeks, days, and even the hours leading up to the town meeting, educate the voters about why they should support the local Lake Host Program.**
 - ✓ Write letters of support to the local paper.
 - ✓ Display educational posters in support of the Lake Host Program in public meeting places.
 - ✓ Meet with local groups to discuss the importance of the local Lake Host Program.
 - ✓ *Contact NH LAKES if you are interested in receiving a Lake Host Program PowerPoint presentation.*
 - ✓ At the Town Meeting, distribute flyers and set up signs about the importance of the local Lake Host Program.

Your Community Can Help.

Local funding resources can be used to sponsor MORE paid Lake Host Inspector time spent protecting your lake from aquatic invasive species.

NH LAKES developed the Lake Host Charitable Giving program to help local partners like YOU raise funds for their Lake Host Program payroll expenses.

Lake Host Charitable Giving makes it easy for your supporters to make a tax-deductible charitable contribution directly to your Lake Host program payroll through our secure online portal.

Your donors receive a timely thank you letter/tax receipt for their donation prepared by NH LAKES staff.

100% of all donations are applied to your group's Lake Host payroll.

Go to: nhlakes.org/lhcg



Talking Points

Securing Local Funding For Your Lake Host Program

Ask Neighbors to Support Your Lake Host Program:

- Encourage local business owners, particularly those supported by lake-related tourism, to financially support your group through Lake Host Charitable Giving. Their donations to the local Lake Host Program are tax-deductible, and NH LAKES takes care of sending the tax receipt.
- Encourage friends, neighbors, and individual supporters of your association to donate through Lake Host Charitable Giving.
 - Some individuals may not want to volunteer as a Lake Host but may be inclined to donate so your group can staff the ramp with paid Lake Hosts for longer periods.
- Suggest that cove and road associations, groups of neighbors/supporters, or individuals sponsor a paid Lake Host for a shift at a ramp for a day, weekend, or even a week.
- **Raise awareness and funding for the local Lake Host Program at community events.**
 - Include a Lake Host and invasive species-themed float in your annual lake association street or boat parade.
 - Staff a Lake Host Charitable Giving booth at your town's annual fair.
 - Have an association yard sale or a raffle and donate some of the proceeds to the local Lake Host Program.
 - Include the link to the Lake Host Charitable Giving donation portal (nhlakes.org/lhcg) in your email signature.
- When you send out your group's annual membership renewal notices, include an option for supporters to donate specifically to the Lake Host Program at your lake through Lake Host Charitable Giving (nhlakes.org/lhcg).

Provide recognition to individuals and groups that support the program.

Consider posting a "Thank You" in the local newsletter or putting up a sign at the launch while your inspectors are on duty to show your appreciation!



Talking Points

Securing Local Funding For Your Lake Host Program

Why Should People Support Their Local Lake Host Program?

- New Hampshire is home to approximately 1,000 lakes and ponds, and these resources enhance the quality of life for New Hampshire's residents and visitors in many ways.
- Lakes and ponds provide aesthetic, ecological, recreational, and economic value to the local community and the state of New Hampshire.
- Recreational opportunities on New Hampshire's freshwater bodies, such as boating, fishing, and swimming, translate to millions of dollars in sales and income and thousands of full-time and seasonal jobs in the state.
- Aquatic invasive plant and animal infestations make recreation in and on lakes and ponds dangerous and unpleasant, disrupting the waterbody's ecological balance.
- Aquatic invasive species infestations reduce aesthetic and recreational uses of the waterbody. This reduces shoreline property values. All property owners in a municipality shoulder this problem, not just those with shoreline property. As tax revenue generated from shoreline property values decreases, tax revenue from non-shoreline property may need to increase.
- The cost of managing and controlling an aquatic invasive species infestation in a waterbody quickly becomes a local problem:
 - Invasive species management is time, labor, and financially intensive. There is currently no method to eradicate aquatic invasive plants or animal infestations.
 - The New Hampshire Department of Environmental Services (DES) only pays for the first year of management efforts for newly discovered aquatic invasive plant infestations. There are currently no feasible management options for aquatic invasive animal infestations in New Hampshire.
 - The demand for DES grant funding typically exceeds the available funds, and managing an infestation quickly becomes the local municipality's problem and a staggering local financial burden.

Prevention is key!

The presence of invasive milfoil can reduce property values of an average home in New Hampshire by 16%.

The main way invasive aquatic species spread from lake-to-lake in New Hampshire is through the transportation of plant fragments or animal larvae from infested waterbodies to uninfested waterbodies on boats and trailers.