

No:2001-2

Date: October 23, 2007

Policy: Snow Removal and Ice Control

Governing Laws: RSA 231:92-a, RSA 507-B:2-b,

Approval Date: February 15, 2001

Revised and Amended: November 22, 2007

Next Review Date: December 20, 2008

POLICY: It is the goal and intent of the Town of Washington to provide timely, efficient and cost-effective winter maintenance, snow removal and ice control on the roadways of the municipality for the safety and benefit of the Town's residents and the general motoring public.

PROCEDURE: The objective stated above will be achieved by implementation and execution of the procedures and tasks outlined in the Town of Washington's Winter Operations Snow Removal and Ice Control Procedures. Due to the many variables that are inherent in New England weather, each storm and/or weather event may require slightly different effort and/or emphasis on any number of maintenance tasks, which together, determine the overall winter maintenance, snow removal or ice control strategy.

LEVEL OF SERVICE: It is not possible to maintain a black, snow and ice-free road during a storm. It is the intention of the Town to provide practical, safe access to homes, businesses and municipal facilities during winter storms.

It is our policy to start to conduct snow removal operations upon a planned accumulation of three **to four inches** but not more than six inches of snowfall. The Road Agent may, at his discretion based upon weather information reports, elect to not remove snow until greater or lesser accumulations.

Pre-treatment and ice control may be addressed prior to the actual storm beginning, during the actual storm as seen effective, and after the storm. It should be noted that salt has a much slower effect on melting snow and ice at temperatures below 25 degrees, and may not be applied until it is warmer.

COMMAND: Direction of all winter maintenance activities for the Town of Washington is vested with the Road Agent or his or her designee.

EXECUTION: The policy outlined above is intended to serve as the normal operating guideline for winter maintenance, snow removal and/or ice control for the Town of Washington. One or more of the following, which may delay or prevent the implementation of this policy, may affect all or any part of this Policy:

- Equipment Breakdown
- Snow Accumulation in Excess of 1" Per Hour
- Freezing Rain or Other Icing Conditions
- Traffic Congestion
- Emergencies
- Personnel illness

ADOPTION:

The Town of Washington has adopted the Winter Operations Snow Removal and Ice Control Policy effective February 15, 2001. This policy was reviewed amended and accepted by the Board of Selectmen on November 22, 2007. All residents are encouraged to familiarize themselves with the content as it describes the condition that one might expect to encounter before, during and following a winter storm event.

BOARD OF SELECTMEN
WASHINGTON, NEW HAMPSHIRE

WINTER OPERATIONS
SNOW REMOVAL AND ICE CONTROL PROCEDURES
(Includes Highway, Sidewalks, Parking Areas)

EQUIPMENT: The Highway Department utilizes all the assets of the department as needed to address snow emergencies. A list of the current rolling stock assets is included in the appendix.

ROUTES: Currently, the Town is divided into four major plow and/or treatment routes. Each of the routes encompasses the Town's major artery and collector roads and is assigned to one each of the Town's plow trucks. Additionally, there are three small 1 ton trucks with power angle plows used to maintain emergency service facilities, municipal parking areas, and to assist in support of trucks assigned specific routes.

The Town uses one wheeled loader and one road grader, both outfitted with plow equipment, in addition to the plow trucks as needed to help with snow removal operations for larger snow storms. The highway department does not maintain sidewalks at the entrances to Town buildings. The Town custodian carries out this operation.

MANPOWER: The Town of Washington has four full-time personnel assigned to its winter maintenance operations. In addition, a labor pool of approximately five part-time wingmen and drivers called operators can be called into service.

MATERIALS: The Department uses approximately four hundred tons of rock salt and three thousand cubic yards of sand each season. The sand is used as an abrasive and is applied to the road to improve the public's motor vehicles traction. The Department employs salt as a de-icing and anti-icing agent. The entire supply of sand is purchased each year and stockpiled beside the Highway garage. Rock salt is purchased from a supplier as needed. A limited quantity of approximately fifty tons is stockpiled by the Highway Department at the salt shed in the town pit. Unless weather conditions require a different approach, winter maintenance routes for paved surfaces are treated with rock salt. The salt is applied to the center of the roadway where traffic can work the brine traveling either way. The salt, in conjunction with traffic action, creates a watery brine melting snow and/or ice, and resisting snow and ice packing on the roadway. The road crown further assists with the spreading of the salt brine. The salt is only effective to approximately 20 degrees Fahrenheit. Other deicing agents are effective to lower temperatures, but cost and need for specialized equipment have forestalled their use to this time.

COMMUNICATIONS: The majority of the Public Works rolling stock is equipped with two-way mobile radios capable of transmitting and receiving on a frequency of 156.12 MHz. Each plow and equipment operator is assigned a unique call number. A list of all call numbers is displayed in each piece of equipment or truck. A copy of the current call numbers is included as an appendix to this policy. Radios are also maintained at the Highway Department garage, allowing operator's the ability to communicate with the Hillsboro Dispatch Center and the Town police and fire departments.

SCHOOLS: The Board of Selectmen charged the Highway Department in July of 2003, at the request of the Washington School Board, to plow the parking lot at the Washington Elementary School. On days when school is in session, winter maintenance efforts will be timed to coincide with bus routing and delivery to the best of our ability. While cars are parked in the parking lot all reasonable efforts will be made to keep the parking lot clear. Salt or sand will be applied as necessary to provide traction for the

school buses and vehicle traffic. The highway department will not be responsible for removal of snow or placement of traction materials at any of the walkways, utility accesses or other buildings.

The school superintendent or designated official representative shall contact the Public Works Department when necessary to determine the condition of the municipality's roads in order to determine the safety of students using school buses. The school representative(s) shall make the decision to cancel or postpone school for that day.

PARKING: The Town has enacted a winter parking ban ordinance (ordinance # 2001-1), effective from November 1st to April 1st of each year. This ban prohibits parking in or on the Town's roads or rights of way (ROW) between the hours of 10:00 PM and 7:00 am. The Town has the right to tow or ticket violators. The purpose of this winter parking ban is to allow winter maintenance crews unobstructed snow removal and ice control routes, as much as possible, to maintain the maximum effectiveness of their efforts.

PLOW ROUTE PRIORITIES: With a total of 46 miles of roads from which to remove snow and control ice and seven pieces of equipment to handle this responsibility, the Highway Department has to assign priorities for winter maintenance route activity in order to maximize the effectiveness of their efforts for the motoring public.

School bus routes will be given the first priority during school days. Each plow route will ensure that the best possible snow clearance will be completed within one hour of the bus route time.

Public parking areas at the rear of the Town Hall, Library, Camp Morgan Lodge, East Washington Baptist Church and the two Fire Stations will be maintained by plowing during the winter storm. The application of slip resistant materials will be applied after the storm or as determined by the Road Agent.

Transfer Station/Recycle Center: Transfer station personnel may be required to assist with the Town's general winter maintenance operations. If the facility is open during the snow or ice storm, personnel will plow this area prior to opening for public use. Public areas shall be kept as clear as possible to provide as safe access as reasonably possible. Sand and other slip resistant materials shall be used in public areas. It often will not be possible to maintain clear ground, but a reasonable effort will be made during storms.

Fire Hydrants: The Town does not have a pressurized fire hydrant system. Dry hydrants and in ground cisterns that are operational and within the Town's right of way will be plowed out after a snowstorm or sooner should an emergency arise. The Town does not maintain or plow hydrants or cisterns on Private roads or in private developments.

ROADS AND SIDEWALKS NOT RECEIVING WINTER MAINTENANCE: The Town of Washington does not maintain a number of roadways and sidewalks as part of its ongoing winter maintenance activities. The areas not maintained by the town include:

- a. Town roads classified as Class VI roads
- b. Private roads or driveways unless requested by the Fire Department for Emergency purposes
- c. King Street: all of King Street is summer maintenance only.
Ayers Pond Rd: Beyond 484 Ayers Pond Road is Summer maintenance only
Lovell Mountain Road From the intersection of Sandy Knowels road to class six section
- d. Camp Morgan Beach and Parking area: Summer Maintenance only.

- e. Town Maintained Boat launches: summer maintenance only with the exception where Access is needed for fire protection.
- f. State Highway Rt. 31: An exception to this would be if emergency vehicles were not able To travel the State Highway.

SALT FREE AREAS:

- a. Gravel roads will not be treated with salt at any time. (This is to prevent the frozen gravel from melting)

Sand Free Areas:

- a. At the request of property owners, the town will not apply slip resistant materials on Purling Beck Road unless an ice storm occurs or extremely slippery conditions are encountered. The Selectmen approved this request on January 6, 2005 at their regular meeting.

Private Plowing of any public property including but not limited to class VI roads, Class V seasonal maintenance roads and parking lots may be permissible with written consent from the Board of Selectmen or their designee. Pursuant to RSA 236:10 and 236:11, a property owner or private contractor may be required to post a Bond with the Town prior to plowing or maintaining a road for personnel use.

Washington Wayside Park: Washington constructed a new library parking area at the Washington Wayside Park in the summer of 2006. The parking lot for the park will be maintained in the winter by the highway department. All other walkways or areas leading from the parking lot will be the responsibility of the Library Trustees or their designee.

DAMAGE TO PRIVATE PROPERTY: It should be noted that the municipality is not held responsible for damage to private property that is located within the public right of way, (RSA 231:92 and 231:92a). The right of way (ROW) can be up to 50' wide, and is often confused by property owners as their own property. In most cases, the ROW often extends 10 to 20 feet of either side of the paved or gravel road. Homeowners often cultivate extensions of their lawns, place mailboxes, erect fences or stonewalls in these areas, which improves the appearance of the street greatly, but is obstructive to good maintenance from being conducted on the roadway.

In the event of personal property damage, the Town of Washington will only be responsible to repair or replace damaged property having been in actual contact with the snow removal equipment that is on private property and not within the public right-of-way.

At no time will snow be shoveled or plowed into or across the Town right of way from private driveways or road intersections and left there to create a hazard for the motoring public.

POST STORM OPERATIONS: As determined by the Road Agent, the snow banks resulting from the previous accumulations shall be pushed back, or shelved, using the plow and wing of the grader or other suitable equipment to make space for future snow storms.

APPENDIX A
PLOW ROUTES

Route #1
Truck #1
Radio Call #: 902
Operator: Larry Gaskell
1. Half Moon Pond Rd.
2. Millen Pond Rd.
3. Farnsworth Hill Rd

Route #2
Truck #2
Radio Call #: 903
Operator: Kevin Hanscom
1. East Washington Rd.
2. Washington Drive
3. Faxon Hill Rd
4. Lempster Mt. Rd.
5. Bradford Springs Rd

Route #3
Truck #3
Radio Call #: 905
Operator: Robert Crane II
1. Valley Rd.
2. Old Marlow Rd.
3. Beaver Brook Rd

Route #4
Truck #4
Radio Call #: 904
Operator: Robert Ostertag
1. Dole Rd.
2. Smith Pond Rd.
3. Highland Haven Rd.
4. Point Rd.
6. Bailey Rd.

Route #5
Truck#5
Radio Call # 901
Operator: Ed Thayer
1. Purling Beck Rd.
2. Old Hillsboro Rd.
3. Ayers pond Rd.
4. Bear Hill RD.
5. Lovell Mtn. Rd
6. Sandy Knowles Rd.

Appendix B
Radio Call Numbers
Washington Highway Department

Call # 901: Edward Thayer, Road agent

Call # 902: Larry Gaskell, Foreman

Call # 903: Kevin Hanscom, Truck Driver- Equipment Operator

Call # 904: Robbie Ostertag, Transfer Station Attendant-Truck Driver

Call # 905: Bobby Crane, Truck Driver- Maintenance Mechanic

Call # 907: Gary Crane, Truck Driver (Part Time)

Call # 908: Norman Brissettee, Truck Driver (Part Time)

Call# 910: Kevin Spaulding (Part Time)

Call# 912: Jim Berry (Part Time)

Call# 913: Wayne Riessle (Part Time)

Call#931: Steve Marshall (Part Time)

Appendix C

Town of Washington Plow Removal Equipment

Truck #1: 1987 Osh Kosh all wheel drive truck with Plow Wing and Sander

Truck #2: 1997 International Dump Truck with Plow, Wing and Sander

Truck #3: 1987 Osh Kosh all wheel drive truck with Plow Wing and Sander

Truck #4: 1972 Military Five Ton, All Wheel Drive with Plow Wing and Sander

Truck #5: 1984 Chevy one ton pickup with power angle plow and 2yd sander

Other Equipment:

2 - One Ton Trucks outfitted with power angle plows

1 - All wheel drive loader outfitted with 11' power angle plow

1 - All wheel drive grader outfitted with 12' power angle plow and 14' wing

