

**2007 - 2008**  
**WINTER OPERATIONS**  
**SNOW REMOVAL AND ICE CONTROL PROCEDURES**  
(Includes Highway and 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 seven (6) major plow routes and six (6) treatment routes.

**MANPOWER:** The Town of Chesterfield has seven (6) full-time personnel assigned to its winter maintenance operations.

**MATERIALS:** The Department uses approximately 1000 – 1200 tons of rock salt and 2000 – 3000 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 Department's salt building. The material is stockpiled treated. Rock salt is purchased from a supplier as needed. The Highway Department stockpiles a limited quantity of approximately 100 tons. Unless weather conditions require a different approach, winter maintenance routes are treated with sand or salt. Sand is for gravel roads and as conditions warrant on pavement for traction. The salt is applied to the center of the paved roadways where traffic can work the mix 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 brine. Other de-icing 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 radios capable of transmitting and receiving on a frequency of 156.060 MHZ. Each plow and equipment operator is assigned a unique call number. A list of all call numbers is included as an appendix to this policy. Radios are also maintained at the Highway Department garage, along with the operator's ability to communicate with the Keene Dispatch, Town police and fire departments.

**SCHOOLS:** The Highway Department does have the responsibility for the clearing of snow and winter treatment of the Town schools access road and parking lots. On days when school is in session, winter maintenance efforts will be timed to coincide with bus routing and delivery.

## **WINTER OPERATIONS (SNOW & ICE REMOVAL PROCEDURES)**

The school superintendent or designated official representative shall contact the Public Works Department 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 effective from November 15<sup>th</sup> to April 15<sup>th</sup> of each year. This ban prohibits parking in or on the Town's roads or rights of way (ROW). 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:**

- A. School bus routes will be given the first priority during school days. Each plow route will attempt to ensure that the best possible snow clearance will be completed within one hour of the bus route time.
- B. Public parking areas at the rear of the Town Offices, each municipal department parking lot will be maintained by plowing during the winter storm. The application of slip resistant materials will be applied after the storm as determined to be needed by the Road Agent.
- C. 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.

**ROADS NOT RECEIVING WINTER MAINTENANCE:** The Town of Chesterfield does not maintain a number of roadways as part of its ongoing winter maintenance activities. The areas not maintained by the Town include:

- Town roads classified as Class VI roads
- (2/3<sup>±</sup>) North Hinsdale Road
- Half (1/2) Bradley Road
- Half (1/2) Merrifield Road
- Private roads

## **WINTER OPERATIONS (SNOW & ICE REMOVAL PROCEDURES)**

**SALT FREE AREAS:** The Town of Chesterfield has established the following roadways or portion of roadways as “salt free” areas to protect drinking water resources or other natural resources which is believed to have been damaged in the past due to roadway salt. A “salt free” area is one in which the municipality has determined it will not use salt as part of its ice control efforts for winter maintenance. The Town will post the area to warn traveling motorists that they are in a “salt free” area.

- A. Salt Shed Road is not to be treated with salt.

**2007 - 2008**  
**TOWN OF CHESTERFIELD**  
**SNOW, ICE & OTHER WEATHER HAZARDS POLICY**  
**(Includes Highway and Parking Areas)**

The following winter or inclement weather maintenance policy is adopted and followed in good faith by the Town of Chesterfield, New Hampshire.

**POLICY:** It is the goal and intent of the Town of Chesterfield, NH 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.

The Chesterfield Highway Department Road Agent is responsible in making the determination to begin measures of salting, sanding, and /or snow removal based on the circumstances of the various types of storms that can occur.

**Snow:**

Salt and/or sand are used as conditions may require and as available.

At about 1" deep, salt is applied to the paved roads at approximately 500 - 600 lbs. per lane mile. That done, if it is still snowing and expected or has accumulated 2 - 4 inches, the snowplows are hooked up and the plowing of all roads is started. At the end of the storm, we apply more salt. During the storm, sand or salt is applied to the steep hills and bad curves as needed. Ice storms are salted and sanded as soon as possible and as needed throughout the storm.

**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 accumulations of one to two inches of snowfall. The Road Agent or Public Works Director may, at his or her discretion based upon weather information reports; elect not remove snow until greater or lessor accumulations.

Pre-treatment and ice control may be addressed prior to the actual storm beginning, during the actual storm as seen effective, and preceding the storm. It should be noted that salt has a slower effect on melting snow and ice at temperatures below 20 degrees, and may or may not be applied until it is warmer, as conditions warrant.

## **SNOW, ICE & OTHER WEATHER HAZARDS POLICY**

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

**EXECUTION:** The policy outlined above is intended to serve as the normal operating procedures for winter maintenance, snow removal and/or ice control for the Town of Chesterfield, NH. 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

### **Order of Service:**

On school days, bus routes are cleared first. The responsibility to call off school is made by Supervisory Union # 29, with input from the local bus company. The local bus company has contact with the Highway Department.

From time to time, during a long storm that is not accumulating very fast, the side roads may be skipped on one pass to keep the main roads clearer.

Truck Routes - see attached list

It is the responsibility of the Town Highway crew to plow out the following buildings:  
Town Office, Town Hall, Public Library, Fire Departments, Police Station,  
Highway Garage and Transfer Station.

Plow truck drivers will be available to assist police, ambulance and fire trucks to respond to an emergency situation. Drivers will maintain their regular routes unless dispatched to an emergency situation. Every effort will be made to assist while keeping out of the path of the responders.

Placing or causing to put any snow or ice on the surface of the traveled portion of any road is prohibited. This policy applies to private owners and/or private plow services. If any person shall place any obstruction in a road which renders it unsuitable for travel or creates a hazardous condition, he shall be liable for all damages and costs which the town shall be compelled to pay to any person injured by such obstruction.

## **SNOW, ICE & OTHER WEATHER HAZARDS POLICY**

Parking on any road during a snowstorm is prohibited. Private drivers should make every attempt to have stalled or stuck vehicles moved and contact local Police Department or Highway to let us know vehicle is being moved so as not to incur responsibility of payment to more than one wrecker. Plow truck drivers are allowed to call for assistance in towing an abandoned vehicle if such vehicle is deemed by the plow truck driver to be a deterrent in clearing the road of snow. Plow truck drivers are required to call for police assistance if necessary.

Plow truck drivers are not obligated to plow to mailboxes and will do their best to not disturb any mailbox. However, the Town holds no financial responsibility for anything placed within Town right-of-ways that may be damaged by snow removal or normal road maintenance unless negligence can be proven.

Plow truck drivers will adhere to requirements adopted by the Town of Chesterfield in relation to vehicle safety, conduct, and actions at the scene of an accident. These requirements are set forth in the Town of Chesterfield Safety Program, Personnel Policy and Drug & Alcohol Policy.

### **ADOPTION:**

The Town of Chesterfield, NH has adopted the Winter Operations Snow Removal and Ice Control Policy effective November 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.

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Jon McKeon, Chairman

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Dan Cotter

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Robert Brockmann  
BOARD OF SELECTMEN  
CHESTERFIELD, N.H.