

SNOW REMOVAL POLICY #2001-03

Purpose:

The purpose of this policy is to provide a written outline of the steps taken by the Public Works Department during snow and ice events and to describe the level of service residents can expect during these events. Due to a wide variety of storms, the Public Works Department is empowered to modify this plan as needed to address particulars for each storm.

It is the goal and intent of the Town of Milton Public Works Department 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. However residents and motorists should be aware that it is nearly impossible to have bare roads and snow and ice on NH roadways in the winter is an unavoidable fact and drivers should be very cautious when using public roads during this time.

Level of Service – The expected levels of service for winter maintenance operations are established as follows:

Roadway conditions during a storm

The Town of Milton does not have a bare road and sidewalk policy meaning that at times there could be more than three inches of snow on the road surface and more on sidewalks at any given time, and as such, citizens and motorists should expect to find snow covered areas during and after the winter storm.

Treatment

Initial treatment and ice control may be addressed prior to the actual storm event, during the storm as needed and after the storm, as determined by the Public Works Director.

Plowing

Snow removal operations will begin upon accumulations of three inches or more of snowfall or at the end of snowfall or if deemed necessary by the Public Works Director. If the storm event has ended and less than three inches have fallen, plowing operations will begin as soon as directed by the Public Works Director or designee.

During storm events expected to continue throughout the night, but not expected to have major impact, snow removal operations may cease between the hours of 8 pm-4 am, unless otherwise determined as necessary by the Public Works Director or designee.

Major storm events expected to produce significant snow and ice accumulations of 6" or more during the overnight period may require plowing operations to continue throughout the night and as such the Public Works Director, may require crews to be called out during the overnight hours to keep main arteries and collector roads clear or in an attempt to keep all roads clear, if necessary.

Downtown

As a result of plowing operations, the downtown area will have piles of snow at intersections, corners, traffic islands and other areas that will be removed as soon as practicable.

Clean-up

Clean up will begin as soon as practicable and during the hours of 7am-3 pm Monday through Friday. This cleanup will be dictated by availability of trucks and manpower and consistent with the town's budget.

Sidewalks

Sidewalks will be cleared of snow and/or sanded/salted after the storm event when conditions, manpower and time allow. All efforts shall be made to clear the sidewalks of snow and ice as soon as practicable, however snow accumulations may be expected until time and manpower and equipment allows. Walkers should use extreme caution using the sidewalks during the winter months as accumulated snow and ice is likely to be present.

Schools

All reasonable efforts will be made to ensure that, whenever practicable, roadways are as clear as possible for the opening of school each day to provide for safe bus and vehicle transit to and from school. The School Superintendent or his/her designee shall contact the Public Works Director to determine the condition of the Town's roads in order to determine the safety of students using the school buses. The school representative shall make the decision to cancel or postpone school for that day.

Procedure:

Due to the many variations that are inherent in New England weather and budget authorizations to accomplish the task, 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.

It is not possible to maintain a black, snow and ice free road or sidewalk during a storm. It is the intent of this policy to ensure that roadways are in the safest condition during the times of peak commuting hours, 6am – 9 am and 4 pm – 8 pm and to provide practical, cost effective, safe access to homes, businesses and municipal facilities during winter storms. Depending on expected conditions, snow removal operations may be reduced, curtailed or cease during the hours of 8 pm – 4 am.

The Town of Milton does not have a bare-roads and sidewalks policy meaning that at times there could be more than three inches of snow on the road surface at any given time, and as such, citizens and motorists should expect to find snow covered areas during and after the winter storm.

At the discretion of the Public Works Director, it is our policy to begin snow removal operations upon accumulations of three inches of snowfall or more, or at the end of snowfall if only three inches has accumulated. If the storm event has ended and less than three inches have fallen plowing operations will begin as soon as directed by the Public Works Director.

Additionally, pre-treatment and ice control may be addressed prior to the actual storm event, during the storm as needed and after the storm. Treatment of the roads may consist of sand, sand/salt mix or straight salt. The Public Works Director or his/her designee will determine the most appropriate material to use based upon current weather, expected weather, time of year and temperature. 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.

During storm events expected to continue throughout the night, but not expected to have major impact, meaning total new accumulations of 6" or more, snow removal operations may cease between the hours of 8 pm-4 am, unless otherwise determined as necessary by the public works director or designee. Major

storm events expected to produce significant snow and ice accumulations of 6" or more during the period may, at the discretion of the Public Works Director, require crews to be called out during the overnight hours. This plowing may be limited to main arteries and collector roads or all roadways as determined by the Public Works Director.

During storms of an extended duration, the Public Works Director may elect to bring the crews in for a rest period and suspend plowing. This rest period should occur late at night or at a period of time during the day when the majority of traffic has ceased. This period will last no longer than 4 hours and may last for a shorter time period if weather conditions change. It will be the responsibility of all operators to be sure and get the needed rest during this period.

All routes begin from the Public Works garage and operators will work systematically around their respective routes. No operator will leave his or her assigned route unless he/she has the approval of the Public Works Director or his/her appointed designee.

Direction of all winter maintenance activities for the Town of Milton is vested with the Public Works Director or his/her designee.

Roads:

The Town shall remove snow on Class V roads which have been accepted by the Town and any other road which has been approved for snow removal by the Board of Selectmen. The Town will not plow any private roads, driveways, parking lots or Class VI roads.

Schools:

The Public Works Department does not have the responsibility for the clearing of snow and winter treatment of the Town schools access roads and parking lots. On days when school is in session, winter maintenance efforts on school property must be timed to coincide with bus routing and delivery.

The School Superintendent or his/her designee shall contact the Public Works Director to determine the condition of the Town's roads in order to determine the safety of students using the school buses. The school representative shall make the decision to cancel or postpone school for that day.

Parking:

The Town has enacted a winter parking ban, which is effective December 1 through April 15 of each year. The ban prohibits parking in or on all public ways and Town streets between the hours of 10:30 PM and 7:00 AM and during declared snow emergencies. Each violation will be subject to a fine of \$25.00 and a towing fee. The purpose of the winter parking ban is to allow winter maintenance crews unobstructed snow removal or ice control measures in the event of extreme weather.

Sidewalks:

Snow removal from sidewalks shall be the responsibility of the Public Works Department. Sidewalks shall be cleared of snow and/or sanded/salted after the storm event when conditions and time allow. All efforts shall be made to clear the sidewalks of snow and ice as soon as practicable, however snow accumulations may be expected until time and equipment allows. Walkers should use extreme caution when using the sidewalks during this period.

Clean up:

As determined by the Public Works Director, the snow banks resulting from the previous accumulation shall be pushed back or shelved to make space for future snowstorms. During the initial stages of the storm, roadways in the center(s) of Milton and Milton Mills shall be plowed and snow piles stockpiled. After the storm, such piles shall be removed from these areas as time and consistent with budget authorizations allow. This work will be done during the normal work day and using Town of Milton

trucks. Overtime for snow removal and contracting of trucks will only be used in extreme cases and at the discretion of the Board of Selectmen.

Private Property in Road Right of Way:

The Town is not responsible for damage to private property that is located within the public right of way. This includes but is not limited to mailboxes, fences, stone walls, and motor vehicles parked on public streets during the parking ban. The right of way (ROW) is usually 50 feet wide and is often confused by property owners as their own property as defined by where their lawn ends. In most cases the ROW extends 10 to 20 feet of either side of the paved or gravel road. Homeowners often cultivate extensions of their lawns, place mailboxes and erect fences or stonewalls in these areas which improves the appearance of the street but is obstructive to conducting road maintenance and snow removal.

In the event of personal property damage not in the ROW, the Town of Milton will only be responsible to repair or replace damaged property that is actually on private property and not within the right of way and which has been in actual contact with the snow removal equipment. Damaged personal property, not in the right of way which has not been in actual contact with snow removal equipment will not be replaced. Meaning fences, mailboxes and other structures, damaged by snow and ice hitting it during plowing operations will not be replaced. Such damage is caused by an act of nature.

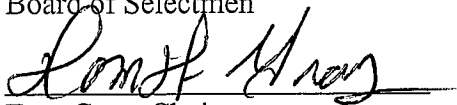
Execution:

This policy is intended to serve as the normal operating procedures for winter maintenance, snow removal and/or ice control for the Town of Milton. One or more of the following may delay or prevent the implementation of all or parts of this policy:

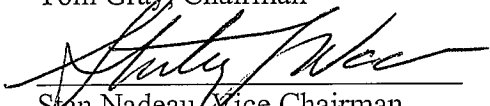
- Equipment breakdown
- Snow accumulation in excess of 1 inch per hour
- Freezing rain or other icing conditions
- Traffic congestion
- Emergencies
- Personal illness
- Budget authorizations

The Town of Milton has adopted the Snow Removal Policy, effective the meeting at which it is adopted. 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



Tom Gray, Chairman



Stan Nadeau, Vice Chairman



Bob Srnec, Selectman

April 4, 2011

Date