

TOWN OF PITTSFIELD, N.H.

WINTER & INCLEMENT WEATHER ROAD MAINTENANCE POLICY

Pursuant to NH RSA 41:11, 47:17, 231:92-a, and 507-B:2-b, the Pittsfield Board of Selectmen hereby establishes the following policy for road maintenance in winter and inclement weather.

Section 1. Purpose

It is the goal and intent of the Town of Pittsfield 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 and pedestrian public.

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 and inclement weather maintenance, snow removal, or ice control strategy.

All residents are encouraged to familiarize themselves with the contents of this policy as it describes conditions that one might expect to encounter before, during, and after a winter storm or inclement weather event.

Section 2. Procedure

A. Level of Service

It is not possible to maintain a snow-free and ice-free road or sidewalk during a storm. It is the intention of the Town to provide practical, safe access to homes, business, and municipal facilities during winter storms.

As a general policy, the Town will start to conduct snow removal operations upon accumulations of two inches of snowfall. The Superintendent of Public Works may, at their 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 following the storm. It should be noted that salt has a much slower effect on melting snow and ice at temperatures below 20 degrees, and may not be applied until it is warmer.

Sidewalk snow clearance will be conducted as possible during winter storms. Personnel availability and the needs to maintain safe roadway will take priority.

B. Equipment and Personnel

The assets available for winter snow removal and ice control are established within the parameters of the annual public works budget approved by the voting body of the Town. In formulating the budget, the Town seeks to allocate sufficient funds for this purpose, but variable weather conditions may make budget predictions inaccurate. When weather conditions require additional funds beyond those available in the budget, the Town will

undertake such actions as are reasonably necessary to address such conditions, but the Town is bound by law to follow certain legal requirements and procedures that may delay the immediate availability of funds for responses.

The Public Works Department utilizes all of the department's assets as needed to address snow emergencies. The rolling stock is typically comprised of four 6-wheeled dump trucks with plow, wing, and sander, one heavy duty one-ton pickup truck with plow and sander, and a sidewalk tractor. The Town's grader and loader are also utilized in the winter and inclement weather road maintenance, as well.

The Town has five full-time personnel assigned to its winter and inclement weather road maintenance operations.

C. Materials

The Town bases its annual budget for snow removal and ice control materials in part on past usage and estimated weather forecasts. In recent years, the Public Works Department used approximately 900 tons of rock salt and 2,000 cubic yards of sand each season.

Salt is used by the Department as a de-icing and anti-icing agent. Rock salt is purchased from a state-bid supplier as needed.

Sand is used as an abrasive and is applied to the road to improve the public's motor vehicles' traction. The supply of sand is purchased each year and is stockpiled beside the Public Works facility.

1) WINTER SAND

- Sand is paid for by the Town of Pittsfield and therefore available only to the Town of Pittsfield's residents for use at their own residence in Pittsfield. Accordingly, this sand is not intended for commercial entities or businesses.
- Winter sand is available at the Public Works Department at 36 Clark Street.
- Winter sand can be shoveled into and removed by pails. Shoveling into truck beds, sanders, or other large containers is not allowed.

D. Routes

The Public Works Department is located on the edge of the downtown area on Clark Street. There are four main plow/treatment routes start from this location.

On each plow route the main roads which branch out from the downtown area are plowed and treated first, then the side roads are taken care of, with school bus routes being first priority.

Normally salt alone is used to treat paved roads (depending on the temperature) and straight sand on the gravel roads. Salt is applied early in the storm so that brine develops on the pavement to prevent the build-up of packed snow. If snow continues and accumulates on the pavement for an extended period of time, an additional treatment is applied before compaction develops. At the end of the storm a light treatment of salt is applied after the pavement is scraped as clean as possible. The goal is to obtain bare and dry pavement at the earliest practical time.

1) PLOW ROUTE #1

In-town roads and streets. This route extends from Route 28 to the south end of Fairview Drive, including all of Winsunvale, the area around the schools, Bow Street, and the center of town around the stores and restaurants. The areas around the schools, police station, and fire station are priorities during any storm. Salt alone is used on the in-town area, mainly because sand creates a very unsightly mess and is tracked into businesses and residences.

Sand also creates problems with the storm water drainage system, including high maintenance costs and silt also is a larger environmental issue than salt.

2) PLOW ROUTE #2

Roads listed by priority or plowing sequence: Water Street, Lyford Hill Road, Leavitt Road, Norris Road, Concord Hill Road, Kaime Road, Swett Road, South Main Street, Dowboro Road, Quail Ridge Road, Dove Lane, Prescott Road, Webster Mills Road, New Orchard Road, Barton Road – Targhee Drive, Karacull Lane, Sweetfern Drive, Ingalls Drive, Ring Road, Cameron Drive, Beaudet Lane

3) PLOW ROUTE #3

Roads listed by priority or plowing sequence: Upper City Road, Molly Lane, Tilton Hill Road, Clough Road, Jenness Pond Road, Will Smith Road, Wildwood Drive, Blackey Road, Hill Top Drive, High Street, Daroska Road, Eaton Road, Colony Road, gravel section of Norris Road, Deer Meadow Road, Bailey Drive

4) PLOW ROUTE #4

Roads listed by priority or plowing sequence: Mountain Road, Berry Pond Road, Johnson Road, Governors Road, Tan Road, Hills Road, Thompson Road, Sanderson Drive, Mullen Drive, Shaw Road

E. Plow route priorities

With a total of 46 miles of roads from which to remove snow and control ice, the Public Works Department has to assign priorities for winter and inclement weather road maintenance in order to maximize the effectiveness of their efforts for the motoring public.

- 1) 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.
- 2) The business district will be maintained as possible during business hours, with the main snow clearance effort to be done during the snow parking curfew hours of 10:00p.m. to 7:00a.m. Public safety is a concern to the amount of cars and pedestrians in this area.
- 3) The parking areas at the municipal buildings will be maintained by plowing during the winter storm, with the exception of the Waste Water Treatment Facility. The application of slip-resistant materials will be applied after the storm as determined to be needed by the Superintendent of Public Works or their designee.

F. Snow removal from Town roads

During the initial stages of a storm, town roads will be plowed and receive surface treatment as appropriate in accordance herewith.

As parked vehicles are removed from roads, snow removal equipment may swing wider through the road to push back accumulated snow.

- 1) Any vehicles which violate winter parking regulations are subject to ticketing and towing.
- 2) Any vehicle which otherwise interferes with the reasonable efforts of the Town's winter and inclement weather road maintenance is subject to removal.
- 3) Snow removal operations may be delayed or ended in areas where vehicles are improperly parked or where they might interfere with snow removal operations.
- 4) The Town is not responsible for damages to such vehicles arising out of winter and inclement weather road maintenance operations or as a result of towing.

G. Sidewalks

Sidewalk snow clearance generally will not begin until all other snow removal operations are manned and in progress. If there are insufficient personnel available to conduct sidewalk snow removal operations, as well as road clearance, the roads shall take priority.

Plowing of sidewalks begins after the first 2" to 3" of snow fall, depending on the projected severity and timing of the storm.

The sidewalks are scraped clean as possible after the storm and are treated with salt. Time is given for the salt to work, and then the sidewalks may be scraped again to obtain bare pavement as soon as possible.

H. Roads and sidewalks not receiving winter maintenance

The following are areas not maintained by the Town as a part of its ongoing winter and inclement weather maintenance activities:

- Town roads classified as Class VI roads
- Private roads, driveways, and sidewalks
- School district parking areas and sidewalks (school district responsibility)
- Roads, sidewalks, and other areas maintained or within the jurisdiction of the State, Federal, or other units of government

I. Schools

The Public Works Department does not have the responsibility for the clearing of snow and inclement weather treatment of Pittsfield's school's parking lots. On days when school is in session, winter and inclement weather maintenance efforts will be timed as best as possible to work with bus routing.

The School Superintendent (or their official designee) shall contact the Superintendent of Public Works (or their designee) for a report on the condition of the Town's roads in order to determine the safety of students being transported by school buses.

The School Superintendent (or their official designee) shall make the decision to cancel or postpone school, or to initiate an early release of school.

J. Post storm operations

As determined by the Superintendent of Public Works or their designee, the snow banks resulting from the previous accumulations will be pushed back, or shelved, using the plow and wing of suitable equipment to make space for future snow storms.

K. Winter Parking Ban

The Town has a Winter Parking Ban on town roads effective November 15th through April 15th of each year. This ban prohibits parking in or on the town's roads or rights of way between the hours of 10:00p.m. and 7:00a.m.

The Town has the right to ticket or tow violators.

The purpose of this parking ban is to allow the winter or inclement weather maintenance crews unobstructed routes for snow removal and ice control, to maintain the maximum effectiveness of their efforts.

L. Roadway obstructions

If a vehicle, pedestrian, or other item interferes with snow removal or inclement weather road maintenance operations, the Town's Public Works personnel will seek the readily cooperation of the vehicle operator, pedestrian, or owner of such item to remove it promptly. If the operator, pedestrian, or owner is not readily cooperative (or is unknown), the Police Department will be contacted for assistance. Public Works personnel should not attempt to confront uncooperative owners with regard to such matters.

M. Snow and ice obstructions (from Pittsfield Traffic Control Ordinance, Section)

1) Obstructions

1. No person shall place or cause to be placed any snow or ice on or in any road, right of way, sidewalk, in front of or around any fire hydrant, or in or upon any driveway access as a result of any snow removal or plowing operations
2. No person shall plow any snow or ice across any road, right of way, or sidewalk from any abutting property or property on an opposite side of a right of way
3. No person shall pile or store snow or ice in a manner that will obstruct the vision of a motor vehicle operator at an intersection or along a right of way

2) Violation & Penalty

1. Any person who violates any provision of this section shall reimburse such private parties or the Town for the removal of such snow or ice placed in violation.
2. Any person who violates the provisions of this section shall be guilty of a violation, the penalty for which is not less than \$150 nor more than \$500 per violation, such penalty to inure to the Town of Pittsfield.

N. Salt free areas

A "salt free" area is one in which the Town has determined it will not use salt as part of its ice control efforts for winter or inclement weather maintenance.

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

O. Damage to private property

The Town will not be held responsible for damage to private property that is located within the public right of way, as such property is deemed an encumbrance that is not permitted to be located within the right of way.

The right of way is often 50' wide and is often confused by property owners as their own property. In many cases, the right of way may extend 10' to 20' either side of the paved or graveled surface of a road.

Homeowners sometimes place mailboxes, extend lawns, plant trees or shrubbery, erect fences or stone walls in these right of way areas, which may be intended to improve the appearance, but may obstruct or interfere with maintenance being conducted on the roadway.

The Town will also not be responsible for damage to any vehicle which may be damaged during winter or inclement weather road maintenance if the vehicle is parked in violation of any state law or local regulation, including the Pittsfield Winter Parking Ban, or is otherwise improperly or imprudently located or operated.

Section 3. Command

Direction of all winter and inclement weather maintenance activities for the Town of Pittsfield is vested in the Superintendent of Public Works or their designee.

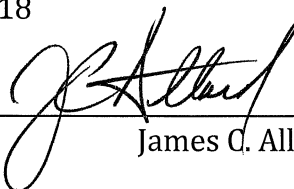
Section 4. Execution

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

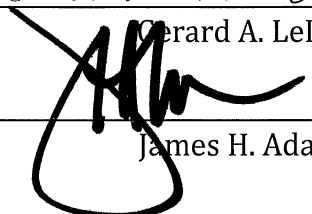
- equipment breakdown
- snow accumulation in excess of 1" per hour
- freezing rain or other icing conditions
- traffic congestion
- emergencies
- illness or absence of personnel
- extensive operations with an exhausted crew


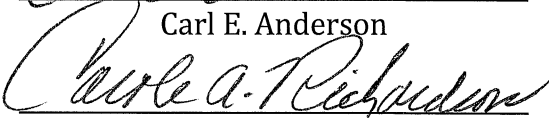
Adopted on April 6, 2004

Revised on November 13, 2018


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