

## **Town of Dunbarton Winter Operations**

### **Snow Removal and Ice Control Procedures (Includes roads and parking areas)**

**EQUIPMENT**: The Highway Department utilizes all the assets of the department as needed to address snow/ice emergencies.

**ROUTES**: The Town is divided into several major plow and/or treatment routes. There is one small truck used to maintain emergency service facilities, municipal parking areas, and to assist in support of trucks assigned specific routes.

**MANPOWER**: The Town of Dunbarton has one full-time employee assigned to its winter maintenance operation. Independent contractors are called into service as needed.

**MATERIALS**: The Department uses tons of rock salt and thousands of cubic yards of sand each season. The sand is used as an abrasive and is applied to the roads to improve traction. Salt is used as an anti-icing and de-icing agent. The entire supply of sand is purchased and stockpiled at the Highway Garage each year. Rock salt is purchased as needed, with a limited quantity stockpiled at the Garage. Unless weather conditions require a different approach, winter maintenance routes are treated with a mixture of sand and salt. The mixture is maintained at a minimum of one part salt to two parts sand. The mixture is applied to the center of the roadway where traffic can work the mix traveling either way. The mixture, in conjunction with traffic action, creates a watery brine. The road crown further assists with the spreading of the mixture brine. The sand/salt mixture is only effective to approximately 20 degrees Fahrenheit.

**SCHOOL**: The Department has the responsibility for the clearing of snow and winter treatment of the school's access road and parking lots. Winter maintenance efforts are timed to coincide with bus routing and delivery.

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

**PARKING**: The Town has enacted a winter parking ban effective from November 15<sup>th</sup> to April 1<sup>st</sup> of each year. This ban prohibits parking in or on the town's roads, rights-of-way, or municipal parking lots between the hours of 10:00 PM and 6:00 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.

**PLOW ROUTE PRIORITIES**: With approximately 70 miles of roads to maintain, the Department has to assign priorities for winter maintenance route activity in order to maximize the effectiveness of their efforts.

- A. School bus routes will be given first priority during school days. Each plow route will ensure that the best possible snow clearance/road treatment will be completed within one hour of the bus route time.
- B. Public parking areas at the Town Offices, each municipal department and the Library/Town Hall 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: The Highway Department will plow this area prior to opening for public use. 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 keep public areas 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.

D. All fire hydrants shall be kept clear of snow by the Highway Department.

**ROADS NOT RECEIVING WINTER MAINTENANCE:** The Town does not maintain various roadways as part of its ongoing winter maintenance activities. Roads classified as Class VI roads or private roads are not maintained by the Town.

**GRAVEL ROADS:** Residents should be aware that gravel roads could be ice and snow covered throughout the winter. It is not practical to expect bare gravel roads during New England winters.

**DAMAGE TO PRIVATE PROPERTY:** It should be noted that the municipality is not responsible for damage to private property that is located within the public right-of-way (ROW). (RSA 236:15). The ROW is often 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 is obstructive to good maintenance being conducted on the roadway.

In the event of personal property damage, the Town 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.

**PLACING SNOW UPON ROAD:** No person shall put or cause to be put any snow or ice upon the surface of the traveled portion of any Class IV or V highway or town-maintained portion of a Class III highway except with the approval of the Road Agent or his designated representative. Any person violating this ordinance shall be subject to a penalty not exceeding the following:

1. First Offense – Written warning
2. Second Offense - \$50 penalty
3. Third Offence - \$100 penalty

**POST STORM OPERATIONS:** As determined by the Road Agent, the snowbanks resulting from the previous accumulations shall be pushed back to make space for future snowstorms.

During the initial stages of the storm, only the roadways through the town center will be plowed.

**ASSISTING STRANDED MOTORISTS:** Operators are not allowed to tow or jump-start private vehicles. Operators will stop if they can and call for assistance if necessary.

**PLOWING PRIVATE DRIVEWAYS:** Operators are prohibited from plowing private driveways. The supervisors who have their trucks at home may plow their driveways to get out.