

WINTER OPERATIONS SNOW REMOVAL AND ICE CONTROL PROCEDURES

EQUIPMENT: The Town of Brookfield Road Agent utilizes all assets needed to address winter snow operations.

ROUTES: Currently the Town of Brookfield is divided into two routes. School bus routes are prioritized as much as possible.

MANPOWER: The Town of Brookfield contracts with the Road Agent for personnel and they work for the Road Agent.

MATERIAL: The department uses a salt/sand mixture each winter season. The sand/salt mix is used as an abrasive and is applied to improve the public's motor vehicle traction. The Town guideline for this mixture is to use a very low ratio of salt to sand. On paved roads the Road Agent also has and uses a de-icing/anti-icing spray when road conditions warrant. Unless weather conditions require a different approach, winter maintenance routes are usually treated with a mixture of sand and salt.

COMMUNICATIONS: All of the Road Agents rolling stock will be equipped with two-way communication. Although the Town of Brookfield does not have an official communications center, the drivers can contact the Selectmen or Town Hall directly. Each vehicle will have equipment capable of communicating with police and fire departments.

SCHOOLS: The Road Agent has the responsibility for the clearing of snow and winter treatment of the Towns bus route roads. On days when school is in session, winter maintenance efforts shall be timed to coincide with bus routing and delivery. The school superintendent or designee shall contact the Road Agent prior to 5:00 AM to determine the condition of the Town 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 and notify the Road Agent immediately.

PARKING: The Town has not enacted a winter parking ban; however, the Road Obstruction Ordinance which is in effect prohibits any obstruction of any public road which may make traveling the road unsafe. The Town has the right to tow the offending vehicle at the owner's expense. The purpose of this provision is to allow the 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 approximately 22 miles of Town roads from which snow and ice must be removed; and two pieces of equipment to handle this responsibility, the Road Agent has to assign winter maintenance route activity in order to maximize the effectiveness of their efforts for the motoring public. Priorities are first school bus routes, then through roads and then roads with the highest traffic counts.

- A. School bus routes will be given the first priority during school days. Each plow route will ensure that the best possible snow clearance shall be completed within one half hour of bus route time.
- B. Public parking areas at the Town Hall and maintenance shed will be maintained by plowing during the winter storm. The application of slip resistant materials will be applied after the storm as determined by the Road Agent.
- C. Fire Hydrants: All dry hydrants within Town right of ways will be cleared out by a loader as soon as practical upon cessation of a storm.
- D. Each specific plow route list is detailed and attached as Appendix A to this policy.

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

- A. Town Roads classified as Class VI roads.
Town Roads classified as Class V to summer camps.
- B. Private roads
- C. The Brookfield portion of *Jeness Road* is plowed by the Town of Wolfeboro as is the Pleasant Valley road.

DAMAGE TO PRIVATE PROPERTY: It should be noted that the Town of Brookfield is not held responsible for damage to private property that is located within the public right-of-way (ROW). The ROW is often 50' wide and is often confused by property owners as their own property. In most cases, the ROW often extends ten to twenty 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 of 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 snow removal equipment that is on private property and not within the public right-of-way.

In accordance with the Town of Brookfield Board of Selectmen's Regulation enacted under RSA 41:11, it is unlawful to put or place snow and/or ice in the right of way of any Town road. Whoever fails to comply with the provisions of this regulation shall be guilty of a violation and subject to a fine not to exceed one hundred dollars (\$100.00).

POST STORM OPERATION: As determined by the Road Agent or his designee, the snow banks resulting from the previous accumulation shall be pushed back, or shelved, using the plow and wings of the trucks or other suitable equipment to make space for future snow storms.

If pedestrians or vehicles cause obstructions to snow removal operations, the Town's winter maintenance operators are encouraged to request cooperation. Otherwise, the operator is expected to call the Police for assistance. The operator is cautioned to avoid confrontation at all possible costs.

Light storm plowing priority calls for one truck. Heavy storms call for two trucks.

Town of Brookfield

Board of Selectmen