

WINTER MAINTENANCE POLICY TOWN OF WAREHAM

Purpose

This policy is written to provide guidelines for procedures performed by the Municipal Maintenance Department (MMD) during snow and ice events. Keeping in mind that winter storms constantly vary, the MMD reserves the right to deviate from this policy as needed to effectively address each individual snow storm.

Please note that this policy does not supersede any private agreements with the Town, nor does it displace any maintenance obligations imposed upon private parties by virtue of permitting approval.

Responsibilities

The MMD is responsible for the winter maintenance operation for approximately 193.75 miles of road, 133.08 miles are town accepted and 60.67 road miles are unaccepted (private). The MMD also services Town facilities including but not limited to cemeteries, police station, fire stations and EMS. This department also does winter maintenance on the Old Town Hall, Wareham Free Library and sidewalks.

The Massachusetts Transportation Department (MassDOT) is responsible for all state-owned roads including Route 6, Sandwich Road to Marion Road and Route 28, Cranberry Highway from Buzzards Bay to the Rochester line for a total of 50.99 miles.

Goals

The Department's goal is to clear a large portion of the accumulated snow and ice from its areas of responsibility. The clearing will be of sufficient width and depth to allow the adequately prepared public to travel at reduced speeds throughout the town for safe passage.

Under most circumstances, a large storm of 8" to 12" will require the following time frames to reach the previously described goals after the end of the precipitation.

- A. Primary streets-12 hours
- B. Secondary streets-24 hours
- C. Sidewalks – 48 hours
- D. Snow removal from business districts-when needed. The time frame for business districts snow removal shall be determined by the Director of Municipal Maintenance on an as needed basis.

Authorization

The Department operates pursuant to various state and municipal laws.

- A. MGL Chapter 44 Section 31D pertains to incurring liability and making expenditures in the excess of the available appropriation for snow and ice removal.
- B. MGL Chapter 40 Section 6C pertains to appropriation of money for snow and ice removal from private ways.
- C. Fiscal year snow and ice operating budget pertaining to the available appropriation for snow and ice removal.
- D. The Town of Wareham **General Ordinance Article XII-** pertaining to prohibitions of private property owners placing snow or ice into a street or sidewalk and the removal of vehicles interfering with snow and ice operations within public ways.

Department Organization

The Department officials, responsible for the administration, supervision and coordination of snow and ice control:

- A. The Director of Municipal Maintenance is the official responsible for the oversight of the overall snow and ice control program.
- B. The Highway Foreman under general direction of the Director is the MMD official responsible for the direct supervision and administration of the operation.
- C. The Municipal Maintenance Department (MMD) is located at 95 Charge Pond Road, Wareham, MA 02571. The telephone number is 508-295-5300. Under normal conditions the Department operates on a five-day schedule, Monday through Friday, from 7:00 AM to 3:30 PM.

The Municipal Maintenance Department's resources which are used for snow and ice removal are comprised of:

- 1. 15 MMD personnel (includes supervisory, administrative, mechanics, heavy equipment operators, truck driver and laborers.
- 2. 20 pieces of MM equipment and 76 pieces of contractual equipment, which will vary from season to season, ranging from small sidewalk plows and pickup trucks to ten wheel trucks and heavy construction equipment.
- 3. A dispatch center used to coordinate and communicate with MMD/Contractual personnel, fir/police personnel and the general public is located at the Municipal Maintenance Facility, 95 Charge Pond Road, Wareham, MA 02571.

4. An equipment maintenance shop for repairs for MMD equipment during snow and ice operations is located at the Municipal Maintenance Facility.
5. On average, 2,000 tons of sand, 2500 tons of salt and 400 tons of sand/salt mixture are stored at the Municipal Maintenance Facility.

Materials Used

Winter coastal storms in Wareham are difficult to forecast and can often change throughout the length of the storm. Wareham frequently experiences snow, sleet, rain and mixed precipitation during the same storm. Due to this unpredictability, the MMD must have a variety of materials to treat these variable storm conditions.

The MMD use materials in the beginning of the storm and during and after storms to ensure the safety of those traveling on our roadways. All materials are applied to roadways based on strict application guidelines that take into account the pavement temperature and type of precipitation. The types of materials used by the MMD are detailed below.

Rock Salt (Sodium Chloride) – Salt is used to break the bond of the ice to the pavement or to prevent it from forming by lowering the freezing point of water. Salt is readily available and very effective. The disadvantage is salt's corrosiveness to vehicles, impact on the environment and it is not effective at low temperatures. The department does not attempt to achieve bare pavement during any storm. The practice is far too expensive and the large quantities of salt would be detrimental to the environment.

Sand – Sand is mixed with salt at low temperatures to provide traction for vehicles. It is readily available and inexpensive. Sand's disadvantage is that it does not melt and snow and ice, clogs drainage structures and requires costly spring sweeping and disposal.

Operations

As mentioned earlier, due to the variable storm conditions in Wareham, the MMD must be able to adapt to changing conditions using a variety of materials and treatment techniques. The MMD winter maintenance plan below is used as a guide for winter storms. Actual procedures will change based on on-going monitoring of the storm and communication with other municipal officials. The following are general procedures carried out during a storm event:

Preparation of the Storm

Prior to the arrival of a storm, the MMD communicates with the Town Administrator, School officials and any emergency management team and other appropriate municipal and state officials to prepare for a storm. The MMD ensures that it has an adequate supply of materials and that all vehicles and equipment are in good working condition. The MMD will monitor the weather as the storm approaches and plans the snow maintenance operations in accordance with anticipated storm conditions.

Treatment of Roads

When a storm arrives, the MMD will apply appropriate materials once the roads are covered with ice, snow or ice/snow.

Plowing priorities are based on the road classification described in “Level of Service” below. The plowing of the main and secondary roads begins when snow starts to accumulate on the roads. When snow accumulation reached 3 inches, the MMD will call in private contractors to plow the roads. The 3 inch policy may be altered depending on the type of snow. For example, a storm with heavy, wet snow followed by several days of forecasted freezing weather may require plowing at 2 inches while a storm with light, fluffy snow can be plowed at 4 inches.

During major storms, the MMD and private contractors will continue to plow all roads as needed throughout the duration of the storm.

Road de-icing (salt) will be applied where necessary to reduce ice buildup throughout the storm. Once the storm has passed, the MMD shall make every effort to make all roads accessible. The Department does not attempt to achieve bare pavement during any storm. The practice is far too expensive and the large quantities of salt would be detrimental to the environment.

Temporary Suspension of Operations

The MMD will continue to plow throughout the duration of a storm. A temporary suspension of plowing may occur due to changing weather conditions, driver fatigue or other circumstances. This decision will be made at the discretion of the Director of Municipal Maintenance.

After the Storm

Following major storms, snow will be pushed back on all roads as close as possible to the curb and intersection corners will be widened. If necessary, the MMD will load, transport and deposit excess snow from the town business districts to a designated area which is the Lined Basin located at the Water Pollution Control Facility (WPCF).

Sidewalks will be plowed once the storm has ended.

Level of Service

The level of service provided for public and private roads is based on a variety of factors including but not limited to traffic volumes, speed limits, emergency needs, school routes, storm type and geographical characteristics of a road. Winter maintenance road priorities and type of treatment is assigned in accordance with these factors. The three classifications of roads are detailed below

Arterial (Primary) Roads

Roads classified as primary roads, by MassDOT standards receive first priority for snow and ice maintenance and include the following town-accepted streets.

West Wareham Area:

Fearing Hill Road
County Road
Rose Point Avenue
Papermill Road
Weaver Street
Doty Street
Kendrick Road
Police Station
Toby Road

Main Street
Blackmore Pond Road
Pierceville Road
Gault Road
Carver Road
Charlotte Furnace Road
Thatcher Lane
Tihonet Road
Wareham Fire Station - 3

Downtown Wareham

Main Street
Warr Avenue
Centre Street
High Street
Wareham Fire Station - 1
Shore Avenue
Briarwood Drive
Wareham Free Library (Viking Drive to Town Hall)

Gibbs Avenue
Cedar Street
Sawyer Street
Memorial Town Hall
Swifts Beach Road
Cromesett Road
Hathaway Road

Great Neck Area

Narrows Road
Minot Avenue
Indian Neck Road
Crooked River Road

RD Stillman Memorial Drive
Great Neck Road
Oak Street

Onset Area

Onset Avenue
Main Avenue
Head of the Bay Road

Depot Street
Union Avenue
Onset Fire Station

East Wareham Area

Glen Charlie Road
Barker Road
Mayflower Road

Plymouth Avenue
Maple Springs Road
Wareham Fire Station - 4

Steep Vertical Alignments

Road and intersections with steep inclines will be plowed and treated as needed to minimize safety issues at these locations. These roads take precedence over other local roads and will be maintained during the storm as dictated by the storm conditions.

Collector (Secondary) Roads

Secondary roads consist of all local town accepted roads not classified, by MMD, as primary or private roads. These roads are usually characterized by low-volume, low-

speed roads. These roads will not be plowed until 3 inches of snow have accumulated on the streets, or if it is deemed necessary by the Director of Municipal Maintenance.

Depending on the type of storm and road conditions, the MMD may plow the main local roads entering a subdivision without plowing the intersection secondary roads when either is less than 3 inches of accumulation. This procedure allows subdivision access for residents to/from the primary and secondary roads.

Town Layout (Right-of-Way) Policies

Damaged Mailboxes

The Town does not repair damaged mailboxes caused by snow plowing. The Town will only repair or replace mailboxes if evidence shows that the actual plow blade hit the mailbox. The Town is not responsible for damage to a mailbox from snow being plowed onto it. If the plow bade damaged your mailbox, please contact the MMD (508-295-5300) and we will inspect the mailbox following the storm.

Mailboxes should be located 24 inches from the edge of the road to minimize damage from snow plowing. Residents should contact the US Postal Service to determine proper location of the mailboxes.

Damages Lawns, Sprinklers, Shrubs, Etc.

The Town will not repair any damaged items that were located within the Town layout (i.e., right –of-way). The Town layout typically extends 5 to 15 feet beyond the pavement.

Contact Information

During a storm, residents may call the MMD with any questions or concerns. Depending on the severity of the storm, calls may be answered by a recording. All messages will be responded to in as timely a manner as possible. Complaints about snow plowing operations will be inspected by the MMD within 48 hours of a storm ending.

Winter maintenance operations will be based out of the MMD office located at 95 Charge Pond Road during all storms. The MMD number to contact during storms is 508-295-5300.

How you can Help

To help the MMD effectively and efficiently perform winter maintenance operations and to provide for the residents safety, the Department offers the following tips: Winter Storm Tips.