

WINTER MAINTENANCE POLICY

DEPARTMENT OF PUBLIC WORKS

AMHERST, NEW HAMPSHIRE

I. PREPARATION

1. Equipment is prepared, plows and sanders maintained and mounted by November 1st.
2. Sand and salt supplies.
3. Sand is acquired and stockpiled during the period of June thru September in and amount of approximately 4,000 yds. 1,000 yds. to be purchased December – February.
4. Salt delivery is on a demand basis as needed but 300 ton is stockpiled.
5. Our expected use of sand for winter roads is about 4,000 cubic yards. Our expected use of salt will be about 1,000 ton.
6. We put up approximately 800' feet of snow fence in the Chestnut Hill area.
7. We put up "CAUTION, LIMITED SALT" signs on most main Town roads entering Amherst.
8. We put out about 20 sand barrels in various parts of Town and we send a notice to all emergency services, including the Post Office and the School Bus company, reference the fact that we do not have a "bare road" policy.
9. We maintain one sand pile at the Transfer Station for use by the taxpayers of Amherst – for their driveways, walkways, etc. at no charge.
10. A standby list of employees and outside hired trucks is in effect from mid-November until mid-April. This is on a 24 hour, 7 day a week basis.
11. All private contractors that were used the previous year are sent a notice in September requesting that they notify David Herlihy, Lead Forman by October 1st if they will be available to plow and sand in the coming winter.
12. All town and hired plow and sand equipment is mounted and in working order by November 10. During that procedure all plow and sand routes are given to the drivers.
13. New operators will be accompanied by a town employee to review their routes.
14. All town employees by November 1st have been assigned their standby time for the winter. During that time they carry a pager (town supplied) and are expected to respond within a reasonable length of time for any complaint which Amherst Communications Center advises them about.
15. All hired vehicles must have both liability and workman's compensation insurance in place before they can work for the Town.

II Storm Watch Procedures

1. We have a weather service, which keeps us informed on a 24-hour basis. We also refer to the local weather forecasts.
2. During the off hours we rely on the Amherst Police Department to alert us to any road condition problems. This is done by notifying the Amherst Communications Center. Based on the degree of these problems, the one call person is notified via his pager and he is responsible to correct minor problems. Any storm conditions or major problems are referred to the Lead Forman and he will be responsible to initiate the appropriate procedures.

III Plowing – Sanding – Salting

1. These decisions are based on the Lead Forman's knowledge of the local area and conditions. When the roads have become snow or ice covered, sanding and salting starts immediately with all Highway and hired vehicles. Every vehicle and operator is assigned a route and it is his or her responsibility to take care of this area.
2. The decision on the salt mixture, be it 50 – 50 or straight salt is made by the Lead Foreman during each storm.
3. When sanding and salting starts, all main roads are covered first. Because the Town has severely limited the use of salt, quite often plowing with 1+” of snow will be necessary to prevent a build-up.

IV Cleanup

1. Cleanup means the pushing back of snow banks, the clearing and widening of corners, cleaning up sidewalks, and the removal of snow from the Library and Town Hall.
2. Cleanup operations require all available manpower. This usually consists of 8 men from the Highway Department plus whatever hired equipment is determined necessary by the Lead Foreman.
3. Cleanup also requires all of the dump trucks, grader, loader, and pick-ups. The snow is hauled to a dumping point at the Town Garage.
4. During the cleanup operation the spreaders are out sanding and salting (the mix being dependent on conditions and temperature) almost all roads.
5. The sand – salt routes have been established by traffic volumes and topography; the heaviest traveled and steepest roads be covered.
6. Cleanup at end of storm normally proceeds as follows:

Initial cleanup efforts with salting and sanding as road conditions dictate. Spot sanding and salting as needed. Due to melting and refreezing this activity can continue until the next storm when the entire policy is once again initiated from the beginning.