

Town of Durham Winter Maintenance, Snow Removal, Ice-Control Policy

There are 64 miles of road in the Town of Durham which translates into 128 plowable miles. The Town is not responsible for State of Connecticut roads (RT 68, 17, 147, 157, 148, 77 and 79). It is the goal and intent of the Town of Durham, through its Public Works Department, to provide timely, efficient and cost-effective winter maintenance, snow removal and ice control on the municipal roadways and parking lots for the safety and benefit of the Town of Durham residents and visitors.

Due to the many variables that are inherent in New England weather, each storm and/or weather event may require slightly different response/effort and may require emphasis on any number of maintenance tasks, which together determine overall winter maintenance, snow removal or ice control strategy.

It is not possible to maintain bare, snow and ice-free roads during a storm. It is the intention of the town to provide practical, safe access to homes, businesses and municipal facilities during winter storm events. Sometimes that means opening one lane for travel throughout the town before returning to open the second lane.

It is Town of Durham policy to begin snow removal operations as deemed necessary by the Road foreman or his/her designee. The Road Foreman may, at his discretion and based on weather conditions, elect to remove snow at greater or lesser accumulations. The Road Foreman, at his discretion and based on weather conditions, may pre-treat the roads, prior to significant snowfall to prevent icing.

Manpower: The Public Works Department consists of 1 Road Foreman, 1 Crew Leader, 3 Maintainer II, 2 Maintainer I and 1 Laborer. In addition, town has a labor pool of seasonal employees that are regularly called into service for plowing and other winter maintenance activities. The crew participates in training exercises to include such disciplines as: Winter Operations and Safe Snow Plowing, Defensive Driving for Public Works, Chainsaw Safety and Storm Clean Up and more.

Command: Direction of all winter maintenance activities for the Town of Durham is vested with the Road Foreman or his/her designee. The Road Foreman will consult with the First Selectman during weather events and coordinate such things as communications, resource allocation, budgetary matters, etc.

Routes: The town is divided into 9 plow/or treatment routes.

Equipment: The Town of Durham operates 6 large plow trucks, 4 small plow trucks. There are also 2 loaders and various small pieces of equipment also used for snow removal efforts. The Town of Durham may also on occasion, rent or borrow other equipment as needed.

Road Applications: Like CTDOT, the Town of Durham will be applying a treated salt mixture only but will use a sand/salt mixture when necessary and/or desirable. The salt mixture will be less visible when applied but more effective in reducing ice and packed snow in many instances

Deposit of Snow, Ice, Leaves or other Debris on Public Roadways or Sidewalks:

Per town ordinance, no person shall deposit any snow, ice, leaves or other debris onto any portion of any public town road, street, sidewalk, so as to impede or render unsafe any manner of use or travel

upon said public town road, street or sidewalk. Any person violating this ordinance shall be guilty of an infraction. This infraction shall result in a fine of fifty (\$50.00) per offense.

Parking Ban: Per town ordinance, from November 1 of each year to April 1 of the following year, inclusive, it shall be unlawful to park on Town streets and highways during the hours of 11:00am to 7:00pm inclusive or during any winter snow emergency declared by the First Selectman. The violation of the ordinance shall subject the registered owner of, or person responsible for, such illegally parked vehicle to a penalty of not more than \$10.00 for each violation plus the cost of towing.

It is strongly recommended that you never park in the street during a snow event to avoid damage.

MAILBOX REPLACEMENT POLICY (Approved December 2009)

It shall be the policy of the Town of Durham Public Works Department that if any mailbox or post is damaged as the result of snow removal operations, the responsibility for making repairs shall be borne by the property owner. The Department of Public Works will not be responsible for mailbox damage from snow being propelled against the mailbox during snowplowing activities.

When a mailbox or post is damaged by **direct contact** from our snow removal equipment, the following will occur:

1. Call the Public Works Department at 860-349-1816 within 24 hours to report damage.
2. Inspection of mailbox and post to determine cause of damage.
3. Inspector will determine who is at fault (improper installation of mailbox, or plow operator error).
4. Following investigation, the mailbox or post will be repaired or replaced if the plow operator is at fault.

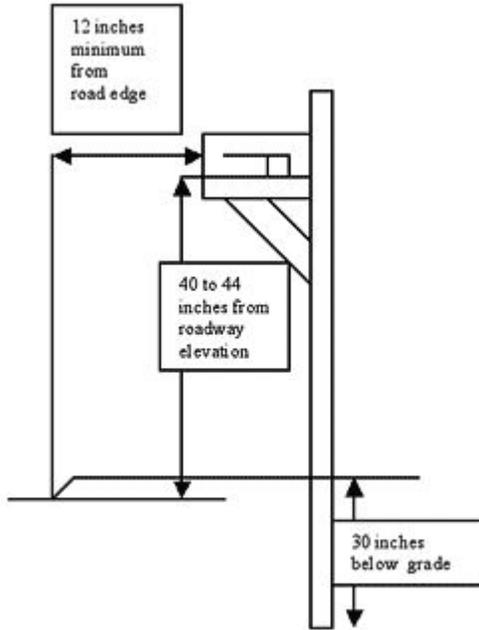
Decorator mailboxes and posts that receive direct contact from snow removal equipment will be replaced with a **standard mailbox and post**.

*The Public Works Department will assist elderly or impaired property owners with repairing damage to their mailbox or post.

The following guidelines for proper mailbox and post installation will help to prevent damage during snow removal operations:

1. The front of the mailbox must be 12 inches minimum, 18 inches maximum from curb line or edge of roadway.
2. The bottom of the mailbox must be 40-44 inches above roadway elevation.
3. The post should be constructed of pressure-treated wood, 4 inch by 4 inch minimum post size.
4. #8 minimum size screws that are weather-resistant should be used during assembly of mailbox and post. Do not use nails.

Please refer to the diagram.



Most mailbox damage is caused when:

1. The mailbox is not sufficiently constructed so as to withstand the impact of snow being thrown against it.
2. There is an accumulated volume of snow to contend with.

Some helpful hints:

1. Make sure your mailbox is sturdily constructed.
2. Reduce the height of piled snow around the mailbox.
3. Do not shovel or blow snow into the street or sidewalk. If you use a private snow removal contractor make sure the plow operator is insured and is aware that no snow may be plowed onto town property, i.e. the street.

Driveways: Snow is discharged from the center of the road to the curbside. And, at times, the snow will be pushed back onto the town's Right of Way as needed. It is not possible to skip over property owner driveways. The homeowner is responsible for access to his driveway. The only way to avoid extra shoveling is to wait, to the extent possible, until the crews have done their final cleanup.

Sidewalks: Per town ordinance, (14-1 1983), All owners or occupants of property adjoining **sidewalks** shall remove the snow from same 24 hours after the cessation of a snowstorm. If the said snow is not removed within 24 hours after the cessation of a snowstorm, the Board of Selectmen may order the removal of same, the cost of which shall be charged against the owner or occupant of the property adjoining said **sidewalk**. The cost of removal of snow shall be collected from the party responsible by the Board of Selectmen for the use of the Town of Durham, together with a fine of \$5.

Communications: The Town of Durham will communicate messages to the public regarding public safety using one or more of the following methods: SaferDurham, an emergency notification system; Residents of the Town of Durham Facebook page; email notifications, official website postings and messages on several public sign boards strategically situated around town. If the emergency shelter at CRHS is activated, there will be periodic briefings by town officials.

All the Public Works rolling stock is equipped with high band radios capable of transmitting and receiving. Each plow and equipment operator are assigned a unique call number. Base units are also maintained at the town garage and the town hall. Each operator can communicate with emergency response departments.

The policy outlined above is intended to serve as the normal operating procedure for winter maintenance, snow removal and ice-control. One or more of the following may delay or prevent efficient implementation of this policy:

- **Equipment breakdown**
- **Snow accumulation more than 1 inch per hour**
- **Freezing rain or other icing conditions**
- **Other extreme weather**
- **Tree Damage**
- **Traffic Congestion**
- **Emergencies**
- **Personnel Illness**

Report an Issue: Residents are asked to call 911 for emergencies always. Non-emergency, winter storm related issues should be reported using the Citizen Request System available on the Town of Durham website at www.townofdurhamct.org , or by leaving a message for Public Works at 860 349-9953.

Adoption: The Board of Selectmen approved this policy at a meeting held on January 7, 2019. All residents are encouraged to familiarize themselves with the content of the policy.