



**TOWN OF PAXTON
DEPARTMENT OF PUBLIC WORKS**

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TOWN OF PAXTON SNOW AND ICE OPERATIONAL GUIDELINES

1. INTRODUCTION

Reasonable ice and snow control is necessary for routine travel and emergency services. The Town will provide such control in a safe and cost-effective manner, keeping in mind safety, budget, personnel, and environmental concerns. The Town will use town employees, equipment and/or private contractors to provide this service. The Town will endeavor to provide reasonably safe road conditions during times of inclement weather. Travelers should use safe judgment and recognize that they are traveling at their own risk in inclement weather.

2. WHEN WILL THE TOWN START SNOW OR ICE CONTROL OPERATIONS?

The Director of Public Works or Highway Department personnel will decide when to begin snow or ice control operations. The criteria for that decision are:

- A. When precipitation first starts or just prior to that, salt, sand, and/or chemicals will be applied;
- B. Pre-treatment applications may be done hours or even days ahead of a storm in residential areas where the speed limit is below 30 miles per hour;
- C. Snow accumulation of 1-2 inches or more will commence plowing operations;
- D. Drifting of snow that causes problems for travel;
- E. Icy conditions which seriously affect travel; and
- F. Time of snow fall in relationship to heavy use of streets.

3. HOW SNOW WILL BE PLOWED

Snow will be plowed in a manner so as to minimize any traffic obstructions. The center of the roadway will be plowed first. The snow shall then be pushed from left to right. The discharge shall go onto the shoulder area of the road. In times of extreme snowfall (12 inches or more), roads will not always be able to be completely cleared of snow.

4. PRIORITIES AND SCHEDULE FOR WHICH STREETS WILL BE PLOWED

The Town has classified Town roads and streets based on their function, traffic volume, and importance to the welfare of the community. Routes will be plowed in the most cost-effective and timely manner. The state (MaDOT) plows Route 122 (Pleasant Street). Streets classified as “Mains, or 90s” will be plowed by the Town first. These are high volume routes which connect major sections of the Town and provide access for emergency fire, police and medical services.

The second priority streets are residential neighborhoods. The third priority are low volume or dead-end residential streets. The fourth priority areas are town parking lots.

5. WORK SCHEDULE FOR SNOWPLOW OPERATORS

Snowplow operators will be expected to work a minimum of eight-hour shifts. In severe snow emergencies, operators may have to work in excess of eight-hour shifts. Operators who work in excess of a sixteen-hour shift are entitled to a rest break. Operators may take a fifteen-minute break every few hours with a thirty-minute meal break every five hours, or as the storm allows.

6. WEATHER CONDITIONS

Snow and ice control operations will be conducted only when weather conditions do not endanger the safety of employees or equipment, and operations will be effective. Factors that may delay snow and ice control operations include: severe cold, significant winds, limited visibility and rapid accumulations of snow and/or ice.

7. USE OF SALT, SAND AND OTHER CHEMICALS

The Town will use salt, sand, and/or chemicals where there are hazardous ice or slippery conditions. The Town endeavors to use as little product as is necessary for safety, to attempt to mitigate any effects on the environment. Even after treatment, snow and ice may still build up.

8. EMERGENCY SITUATIONS

For emergency vehicles responding to emergency situations (fire, medical, police, municipal light department) within the Town, necessary employees and equipment will be dispatched as soon as possible.

9. DAMAGE TO PERSONAL PROPERTY

The Town has a specific policy in place for damaged mailboxes. Only mailboxes damaged by contact from snow equipment will be considered under the Town's policy for compensation. Damage caused by snow thrown from the plow is not covered under the policy.

The Town also has a parking ban in place from November 15th through April 15th each year, which prohibits on-street parking of vehicles.

Damage to trees, shrubbery and other landscaping will not be considered for compensation and/or repair by the Town.

10. PLOWING OF PRIVATE PROPERTY

Unless approved by the Select Board or in a situation where emergency vehicles need access, there shall be no plowing of private property with Town equipment other than approved private roads that are on file with the Town Clerk.

11. TOWING OF VEHICLES

The towing of vehicles not owned by the Town of Paxton is not the responsibility of the Town. Vehicles that are simply stuck or unable to travel will not be towed or "pulled out" by a Town vehicle. Any vehicle that is left unattended or parked in an emergency vehicle turn around (snow plow vehicles are considered emergency vehicles) can and may be towed by a professional towing company at the owner's expense.