

Town of Granby

Winter Storm Policy

Objectives: The scope of the Winter Storm Policy is to outline basic practices and roadway maintenance procedures. The policy is intended to be used as a guide to develop consistent and appropriate courses of action in response to various types of winter storms. Its use is not meant to preclude changes or adjustments to the general practices described herein. The use of this policy coupled with experience and judgement should facilitate a prudent decision making process. The ultimate goal of this process is to achieve the optimum degree of public safety that can be maintained at any time throughout the duration of a winter storm event. It is recommended that the policy be reviewed annually.

1.0 - Pre- Winter Preparation

- 1.1 All pre winter preparation will be completed prior to November 15 when possible.
 - 1.1.1 All winter sand and salt stockpiles shall be inventoried and inspected.
 - 1.1.2 All plows shall be inspected and made available for use.
 - 1.1.3 The sanders shall be installed in the trucks and inspected. The sander chains shall be lubricated and operated.
 - 1.1.4 The sanders shall be calibrated.
 - 1.1.5 A meeting with all full time employees shall be held to review the storm operations.
 - 1.1.6 All catch basins shall be staked or marked on the pavements.
 - 1.1.7 All safety equipment in the trucks shall be checked. The equipment includes ice scrapers, brushes, flashlights, strobes, radios, etc.

2.0 Notification and Commencement of Operations

- 2.1 The police department is expected to notify the Highway Superintendent or Foreman immediately after the storm has begun. For storms that are predicted in advance, do not wait until snow begins to accumulate.
- 2.2 If the storm is not a predicted event, (minor flurries or light snow), The Highway Department should only be notified after 1" has accumulated or when driving conditions warrant remedial action.
- 2.3 After the Highway Superintendent or Foreman has been notified, Highway personnel will be called in to initiate anti- icing operations

3.0 Anti Icing Operations

- 3.1 Anti icing operations consist of an initial application of Sand and Salt. The anti icing is applied in order to prevent bonding of the snow and ice to the pavements.
- 3.2 The application rate should result in a minimum salt coverage of 100 lbs. / lane mile of roadway.
- 3.3 The typical crew consists of four sanders. (See the attached maps and route assignment sheets.)
- 3.4 Anti icing operations should only be omitted if the snow conditions are light powdery with temperatures below 15 degrees F. Under these conditions, the snow usually blows clear of the roadways and does not bond to the pavements. Therefore, plowing can begin without anti-icing.
- 3.5 Snowplowing operations are initiated after anti icing operations are completed.

4.0 Snowplowing

- 4.1 Snowplowing operations shall be modified depending on the following factors: snow consistency, accumulation, time of day, personnel and equipment availability.
- 4.2 Typical plowing operations shall consist of four routes with two trucks on each route. (See maps and route assignment sheets.)
- 4.3 The standard plowing operations shall begin on all collector and arterial streets(i.e. Amherst St., Chicopee St., New Ludlow Rd., Pleasant St.)
- 4.4 During periods of heavy snow or during rush hours, it may be necessary to supplement the manpower and equipment to each route. The added crews are used mitigate the packing of the snow on the main roads.
- 4.5 When item 4.4 is required, The plowing on side streets will be performed only after all the main streets (arterial and collectors) have been cleared. There are two exceptions to this procedure.
 - 4.5.1 Exception 1- If school is about to open or will be closing early, crews should be re-directed to ensure safe access to of the busses and staff from school grounds.
 - 4.5.2 Exception 2- If over 4 inches of snow has accumulated on side streets (i.e. Jennifer Drive, Meadow Glen, Burke Lane), all reasonable attempts shall be made to open at least one pass on all side

streets. The opening of the sides streets should be accomplished as soon as possible; however, the decision on when to plow side streets is dependent on the condition of the main streets. The side streets will only be opened after it is determined by the Highway Superintendent or Foreman that the redistribution of manpower and equipment can be accomplished without detrimentally affecting ability to travel on the main roads.

- 4.6 Re-plowing during storms will proceed in accordance with 4.1 through 4.5 until all streets have been cleared.
- 4.7 Once plowing operations are complete on all streets, the Highway Department will proceed to clear snow from all parking lots. The lots include schools, C.O.A., Library, Town Hall and Phinn's Hill.
- 4.8 During the storm, access to the Fire Department and Police Department shall be given the same effort as afforded to main streets. Also, It is recommended that a Highway plow or sanding crew is dispatched along with any Police or Fire Emergency crews.
- 4.9 De-icing operations will be initiated after the plowing operations have been completed.

5.0 De-Icing Operations

- 5.1 De-icing operations will be performed as needed during the entire duration of the storm. Any hazardous areas encountered or reported should be treated with additional applications of Sand/Salt. General guidelines for De-icing operations are outlined on tables B-1 through B-5.
- 5.2 A final application of Sand /Salt for de-icing should be performed after all plowing has been completed.
- 5.3 The final de-icing should result in an application of at least 100 lbs. of salt / lane mile of roadway. A sand/ salt blend may be used as necessary.

6.0 Post Storm Operations

- 6.1 The snow banks throughout town shall be pushed back to allow Room for future storms and snowplowing. On rural roads with no curbs, the banks should be pushed back a minimum of 3' from the edge of road where it is feasible. In other areas, the tops of the banks should be pushed back or benched with a wing plow or loader so that plowing operations from future snowstorms will not impede the travel lanes of the roadways.

- 6.2 Snow banks at intersections shall also be pushed back as far as possible in order to mitigate any detrimental reductions in the lines of sight.
- 6.3 All plows and equipment shall be checked, serviced and prepared for future events.
- 6.4 All Fire Department water hole locations and dry hydrants shall be plowed as soon as possible after the storms.

7.0 Damage To Private Property

It should be noted that the municipality shall **NOT** be held responsible for damage to private property located within the public right of way. The right of way (ROW) is often up to 50' wide, and is often confused by property owners as their own property. In most cases, the ROW extends 10'-15' beyond the edge of the paved or gravel road. Most owners maintain this area, place mailboxes, fences or walls, and basketball hoops in these areas, which improve the appearance of the street, but are obstructive to good maintenance from being conducted on the roadway.

The snow windrow must be pushed back as far as possible for many reasons, such as:

- 1. traffic safety
- 2. future snow being plowed
- 3. opening of storm drains and curb lines for proper drainage of melting snow
- 4. to allow for maximum visibility for drivers from all roads

Mailboxes or basketball structures located within ROW limits exist by sufferance only, with the responsibility assumed by the homeowner. It is not possible for the town to replace or repair any type of structure erected by an abutting land owner within the right of way that has been damaged as a result of highway maintenance or construction work. In the event of personal property damage, The Town of Granby will only be responsible to repair or replace damaged property having been in actual contact with the snow removal equipment that is on private property, and not within the public right of way.