

Town of Pittsford - Winter Maintenance Policy

Town of Pittsford has developed a winter maintenance policy to help explain what takes place during winter storms.

I. General

The Town of Pittsford Highway Department is responsible for maintaining approximately forty (40) miles of paved Town Road, twenty (20) miles of gravel road, the transfer station, various public parking lots and five (5) miles of sidewalks.

The Highway Department's objective is to keep the roads as safe as possible during the busiest traffic commute time, which extends from 6:00 AM to 9:00 PM. Therefore, from 9:00 PM to 4:00 AM, there is apt to be no staff or trucks out on the roads, unless called out for Emergency. The Town of Pittsford does not have a "clear road" policy. As a result, there will be times where the roads will not be clear of snow and ice.

II. Resources Available to the Highway Department to Assist in the Planning and Execution of Winter Operations.

- A. Weather forecasts, are accessible by internet at www.intellicast.com; local radio and television stations and the National Weather Service out of Burlington on our Town radios.
- B. Assistance in assessing local road conditions also comes from Pittsford Police Officers, State Police, Town Staff observations and calls from concerned residents.
- C. Fire and Rescue personnel also assist in notifying the Highway Department on road conditions when they are out.

III. Operations and Procedures for Winter Storms

A. During the winter period, extending generally from November through April, the Highway Department's main goal is the control of snow and ice on Town highways. To accomplish this task, it takes preparation, training and orientation for new employees, post-winter follow-up on all procedures, getting equipment ready and stockpiling sand and salt.

1. Operations

Using the resources identified under item II and judgment based on experience, the Highway Foreman, in close contact with the Town Manager, will determine the appropriate level and timing of snow and ice control to be performed by the Highway department. The Foreman will contact employees in the department by telephone or pager. All full-time personnel involved in winter maintenance are assigned a pager for quick response time. However, there will be times when the roads will be snow covered or icy.

Although we have come up with a plan for winter operations, all storms are unique and unpredictable, so operations sometimes have to be altered.

We notify the Schoolbus Coordinator early in the morning if road conditions have not improved, or are deteriorating. This allows the school to make a timely decision to close or delay with the Highways recommendation.

2 Equipment

To help support winter operations, the Highway Department has the following equipment available.

2 – 14 yd. tandem dump trucks with front plow and wing plow also equipped for sand and salt applications.

1 - 7 yd. dump trucks with front plow and wing plow also equipped for sand and salt applications.

1 – 2 ton 3 yd. dump truck with all-angle front plow and wing, also equipped for sand and salt application.

1 – 1 Ton truck (Water Dept.) with all angle plow for plowing.

1 – 140 CAT road grader with wing blade for emergency snow or ice removal.

1 – 544 John Deere 2.5 yd. bucket loader, also with a 11-foot all-angle plow.

1 – 410 John Deere backhoe for backup loader.

1 – Bobcat skid steer with sidewalk plow and blower attachment. Also a tow-behind sander.

2. Materials

Stockpiles of sand and salt are stored at our Transfer Station facility located on Depot Hill Road for use during the winter months.

We stockpile approximately 2,500 yds. of sand.

We also try to keep 150 to 300 tons of treated salt (“Clearlane”) on-hand throughout the winter in our salt shed. We go through approximately 1,100 tons per season.

3. Snow Plowing and Sanding/Salting Operations

The Highway Department is staffed with 4 employees, including the Foreman. During the winter, we utilize the Water Department superintendent for plowing. That allows us to split the Town into five plow routes which take about 4.5 hours per run. The routes have been established to provide highest priority coverage to the roads with the heaviest usage (the major arteries) and history of accidents. Bus routes also play a big part in the planning. Sidewalks are done after the highways are cleared.

- a. Truck#1: The one-ton pickup, primarily does the parking lots of the school, Highway garage, fire station, Pittsford First Response, sewer plant, library, Town office, pumping stations, reservoir, and some small streets in the Village.
- b. Truck#3: The two-ton dump truck route is Mountain. View, Sangamon Rd., Shadow Lane, Long Trail, Beech Street, Spring Wood Acers, Brook Side Drive, Sugar Hollow Road, Hubbardton, the Transfer Station, and Hendee Lane.
- c. Truck#2: The 7 yd. dump route is Depot Hill, West Creek, Kendall Hill, Whipple Hollow, Markowski, Fire Hill, Allen Mills, Blue Quarry, Hollister Quarry, Syndicate and Humphrey Rd.
- d. Truck#4: The 7 yd. dump route is Elm St. Gorham Bridge, Stevens, Corn Hill, Orchard Drive, Lower Furnace, Hitchcock, Plains, Pine Woods, Terounzo, and Windy Hill.
- e. Truck#5: The 14 yd. tandem dump route is Oxbow, Ager, Trombley Hill, Creed Hill, Parker, Hudson Terrace, Adams, Goat Farm, Upper Furnace, Barnard, Field Ave, and Arch St.

These are primarily our main routes but we all have radios in our trucks so we have good communication and work as a team to clear the roads in the shortest time possible.

IV. Ordinance & Laws

During snow clearing operations, it is important that motor vehicles do not park next to the highway or sidewalk to interfere with snow or ice removal operations. They can be towed at owner's expense.

In addition, Title 19, Section 1111, Vermont Statutes Annotated, Permitted Use of the Town Right-Of-Way, makes it unlawful to construct a fence or buildings, or deposit material of any kind within, or in anyway affecting the

grade of a highway right-of-way or to obstruct a ditch, culvert or drainage course that drains a highway, or grade the land adjacent to a highway so as to divert the flow of water onto the highway right-of-way without a permit from the Town Select Board.

Plowing across Town roads, blowing, or shoveling snow onto the highway is prohibited.

The Highway Department will notify the Police Department of apparent violations of law by motorists and residents.

V. Coordination/Communication/Public Information

A. Anyone with concerns or problems regarding road conditions during normal working hours from (6:00 am - 2:00 pm) may call the Town Garage and leave a message. You may also call the Town Office and they are able to reach us by Town radio. Town Office are open Mon. - Wed .from (8:00 to 4:30) Thursday (8:00 to 6:00) and Friday (8:00 to 3:00). You also may contact the Highway Foreman on his cell phone 353-1768 or pager at 741-1735.

B. Title 19, Section 1111 prohibits encroachment upon the Town Right-Of-Way.

Objects in the ROW are placed there at the owner's risk and the Town assumes no responsibility for any damage to objects placed in violation of the statutes. Common items are fences, flower pots, basketball hoops, etc.

C. To ensure mail delivery to all rural residents, the Town has provided blanket authorization for mailboxes to be located in the Town ROW. However, the Town retains control over the specific location of the mailboxes and may require the residents to move the mailbox to a more suitable location. We like to see them installed at least two feet from the travel portion of the highway and preferably three feet if possible.

D. Heavy snow coming of the plows can take down mailboxes, so make sure mailboxes are secure before winter. The Town will only fix or replace them if the Highway Department determines that a plow physically hit the mailbox.

E. It is important as part of the communication to inform the public each year on these issues:

1. Snow should not be blown/plowed or shoveled into the Town's highways.
2. Motorists should not park in the Town ROW during snowstorm operations.
3. Children cannot be allowed to build forts, tunnels or any other similar structures in roadside snow banks.
4. Motorists need to respect snowplows and give them plenty of room. Do not follow so close that they can't see you from their mirrors. Also, homeowners shoveling their driveways should move back when they see an approaching plow truck, not only because of flying debris from plow but because the driver could lose control in slippery road conditions.