



Town of  
**Bolton**  
Massachusetts  
Incorporated 1738

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## SNOW PLOWING OPERATIONS & PROCEDURES

The following is a general description of the Bolton snow removal plan. So that you are aware, each storm is different. Timing, varying temperatures (before, during, and after a storm), and types of precipitation are complicated elements that factor into the overall attack plan for any storm. However, we do try to follow our snow removal procedure as closely as possible. The Public Works Department staff is well trained and dedicated to work “around the clock”, if necessary and to keep the roadways open and passable.

**Our Snow & Ice Removal Program entails three (3) steps:**

1. The beginning of the storm
2. During the storm
3. Following the storm

**Step 1.** When a snowstorm begins, the Department responds by anti-icing all roads in Town. Treating these roadways serves two purposes. It prevents the snow from bonding and compacting to the pavement and it keeps traffic moving. During certain weather situations, such as ice storms, multiple rounds of de-icing may be applied.

**Step 2.** Plowing operations begin when two to three (2-3) inches of snow accumulate on the ground. Each vehicle is assigned to a pre-determined route and will remain in this pattern until the storm subsides. The main objective “during” the storm is to keep roadways passable. The department’s snow-fighting ability can be limited depending on the type of precipitation and how quickly it is falling. With our present work-force and equipment, the Department can generally remove snow that is falling at a rate of  $\frac{3}{4}$ ” per hour or less.

If a plow truck is traveling with its plow up, please do not be misled. They may be returning to the garage for fuel/repairs or headed to another section of Town to assist with snow removal. Sometimes trucks are canvassing their routes assessing the effectiveness of salt that was recently applied. Plowing up snow where salt was recently applied is wasteful and could **CREATE UNSAFE ROAD CONDITIONS**. Allowing time for the salt to do its job is necessary and safe.

**Step 3.** At the end of the storm, the plows begin to widen out all roads by pushing back the amassed snow beyond the edge of the road. Residents may want to wait until the roads have been widened out before clearing the entrance to their driveways. If a storm ends during the evening hours or over the weekend, widening will occur during regular Public Works hours, 7:00AM to 3:30PM Monday through Friday.

**Spot Sanding** - There are times during light precipitation and freeze / thaw cycles where “spot sanding” is necessary. This is generally initiated by the Bolton Police Department. If the Police Department and/or the D.P.W. feels spot sanding is warranted in an area after hours, the D.P.W. crew

will be called in to address the immediate problem. Once that problem is addressed, the crew will then check other areas of Town to see if treatment is needed elsewhere.

## OTHER IMPORTANT INFORMATION

**Snow Put Out into Roadways** - Snow must not be shoveled, snow blown, or plowed back into the roadway from any private property (Town Bylaw Section 211-4). This not only is a violation that carries a \$100 fine (Town Bylaw Section 211-5), it is dangerous and creates a hazard. It also adds unnecessary expense to the Town as it requires our staff to return to the area to make the road safe again. Any accident attributed to snow put into the roadway is at the sole liability of the offending property owner. Town regulations allow for the cleanup cost to be billed directly to the offending property owner. It is the property owner's responsibility to assure that any private contractor, hired by them, complies with the regulations.



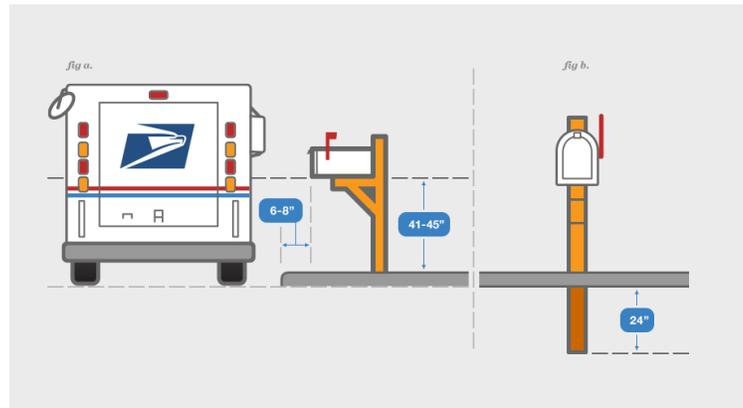
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## Right of Way Issues

**Trash Barrels** - Residents subscribing to private trash collection services must not put trash barrels out into the Town Right of Way during snow events. Barrels must be placed in the driveway, well off of the roadway gutter.



**Mailboxes** - A significant area of concern is mailboxes. We do not deliberately knock over or damage mailboxes. With the combination of reduced visibility during a snow storm and snow banks, it is not always possible for our drivers to see a mailbox in time to avoid a collision with the wing plow. Heavy snow that is thrown by the moving plow can cause damage as well. *Remember that any installation within the right-of-way (ex: mailboxes, lawns, sprinkler heads, fences, steps, trees, shrubs, etc...) is placed there at the owner's risk.* Consequently, residents are encouraged to place mailboxes at the maximum allowable distance from the pavement.



*Per USPS Regulations - Note that the 6" - 8" offset places every mailbox within the ROW, thus making them vulnerable to damage.*

Mailboxes, brackets, hardware, and posts should be inspected regularly by the homeowner to ensure that they are secure and are intact. The recent attraction of using PVC posts are a poor choice as they deteriorate rapidly in sunlight and become brittle and break easily, particularly in cold weather.

**Treated Sand Available to Bolton Residents** - The Town makes treated sand available to Bolton residents. Sand is available at the Transfer Station only during the hours when the station is open to the public. Proof of residency is required. There is a (2) 5-gallon bucket limit during each pickup. **NO CONTRACTORS ALLOWED** (whether a Bolton resident, or not).