



SHERWOOD FOREST  
ROAD MAINTENANCE DISTRICT  
BECKET MASSACHUSETTS

SNOW AND ICE REMOVAL POLICY

Superintendent of Streets  
(aka Road Superintendent)



SHERWOOD FOREST ROAD MAINTENANCE DISTRICT

**Sherwood Forest**

2 WELLS ROAD

BECKET, MASSACHUSETTS 01223

413-770-1281 or 413

Road Superintendent

## SNOW AND ICE REMOVAL POLICY

### I. INTRODUCTION

The Sherwood Forest Road Maintenance District (SFRMD) was created in 1982 by an Act of the Massachusetts General Court. Among other powers, the SFRMD has the duty to maintain the streets and ways in the district, including assuming responsibility for snow and ice removal. Reasonable ice and snow control is necessary for routine travel and emergency services. The District through its Superintendent of Streets (also called the Road Superintendent) will oversee snow and ice removal keeping in mind safety, budget, personnel and environmental concerns. The SFRMD will procure the services of private contractors, equipment and materials to provide this service.

### II. PROCEDURES

The Road Superintendent will decide when snow and ice control operations are needed. Some criteria the Road Superintendent takes into account to make the decision are:

- A.) Generally forecasted snow accumulation of 3 inches or more;
- B.) Drifting of snow that causes problems for travel;
- C.) Ice conditions that affect travel; or
- D.) Upon being notified of an emergency by town police, fire or ambulance personnel.

### III. METHOD OF SNOW REMOVAL

Snow will be plowed in a manner as to minimize any traffic obstructions. Snow will be plowed from the center of the road towards the outside and in the order of priority specified in Article IV below. In times of extreme snowfall or storm conditions, it may not be possible for all streets and ways to be completely cleared of snow and ice often enough to provide for safe travel.

### IV. ROADWAY PRIORITY

The Prudential Committee has classified District streets, roads and ways based on the safety and welfare of the community.

**First priority** roads & streets of the District that are designated as main corridors. These roadways provide critical access for emergency fire, police and medical services.

**Second priority** feeder roads & streets, which connect to the main roadways, are designated as secondary due to lower volume. These are generally through streets, roads and ways that connect one road to another.

**Third priority** roads & streets that are dead ends with limited numbers of occupied dwellings or that currently do not serve any dwellings with a certificate of occupancy.



A snow emergency may be declared at the discretion of the Chairman of the Prudential Committee when excessive amounts of drifting snow has covered over a street or roadway or when road surfaces are extremely icy.

#### **V. WORK SCHEDULE FOR SNOW PLOW OPERATORS**

Snowplow operators are unscheduled emergency personnel. Operators will take a break of fifteen (15) minutes every three (3) hours and a thirty (30) minute meal break every (six) 6 hours.

#### **VI. WEATHER CONDITIONS PERTAINING TO SAFETY**

Snow and Ice control operations will be conducted only when weather conditions do not endanger the safety of contract employees, subcontractors and equipment beyond the normal risk involved with snow and ice control operations. Factors that may delay snow and ice control operations include but are not limited to severe cold, significant winds, areas of ice and limited visibility. The decision to delay operations for safety reasons beyond normal operating conditions is at the discretion of the Road Superintendent.

#### **VII. USE OF SALT AND OTHER CHEMICALS**

The district will use sand/salt, BM Chips, or a sand mix based mixture and if necessary de-icing substances when there are extremely hazardous ice conditions.

#### **VIII. PARKING LOTS, ENTRANCES, DRIVEWAYS**

Snow and ice removal on private driveways, parking lots and entrances to these areas is the sole responsibility of the individual property owner. This includes the clearing of additional snow that may accumulate once the District plows have gone by.

#### **IX. PLACEMENT OF SNOW ON PUBLIC PROPERTY OR OBSTRUCTING VIEWS**

Private parties shall not place snow or ice upon district property, including district streets and roadways. Furthermore, cleared snow shall not be piled and accumulated in a manner, which blocks the visibility of drivers or creates other hazardous conditions on streets or roadways. The Road Superintendent shall have authority to notify property owners who violate this section. Such persons shall be charged for any additional snow and ice removal costs incurred by the District due to their conduct. If any vehicle is parked on the roads in the District in a manner that block or interferes with the snowplows, the Road Superintendent shall contact the police and request that the vehicle be towed. Costs of the towing shall be charged to the vehicle owner.

#### **X. PROPERTY DAMAGE**

The District recognizes that on occasion private property is damaged during snow and ice control operations. Where this happens it shall be the policy of the District to handle damages in the following manner:



**a.) Newspaper Boxes:**

Where mailboxes are placed on the home owners private property adjacent to the street, it shall be the policy of the District that snow shall be plowed as close as practical to the roadside edge as to allow for passage of traffic and mail delivery. It shall be the responsibility of the property owner to keep piled snow away from newspaper boxes so that newspapers can be delivered.

Where damage to a newspaper box occurs due to contact with plow equipment, the District will make repairs to the newspaper box as long as the mailbox is on private property.

In instances of a newspaper box and post damage by means other than visible contact with plow equipment, the property owner will be solely responsible for damage and subsequent repairs.

**b.) Grass & Lawn Repair:**

The District shall be responsible to repair lawn damage if it is not within the actual right-of-way due to plow equipment entering onto private property.

**c.) Driveway Aprons:**

The District will not repair damage caused to driveway aprons or fillets unless authorized by the Road Superintendent.

**XI. PLOWING OF DISTRICT PRIVATE ROADS**

District roads are plowed and treated for district proprietors, delivery vehicles and emergency vehicle access. The District is not responsible for any damage that may happen to vehicles, trees, mailboxes, fences, stonewalls or other physical items within the designated right-of-ways during snow removal operations on these roads. Roads in the area immediately adjacent to lakes of the Lake District will not be treated with salt due to the proximity to the lake and the effects of excessive salt on the environment. On these particular roadways, course aggregate will be used to ensure traction for emergency vehicles. Treatment exceptions may be made during extreme conditions at the discretion of the Road Superintendent.

**XII. PARKING RESTRICTIONS DURING WINTER MONTHS**

Per the SFRMD Prudential Committee, a parking ban is issued in the fall annually. It shall be unlawful for the owner or operator of any vehicle, other than one acting in an emergency, to park said vehicle on any public street or place where the traveling public has the right of access between the hours of 10:00 PM and 700 AM of any day during the period of November 1 through April 30.

**XIII. SNOW – TRUCKING AND REMOVAL**

The Road Superintendent will determine when snow will be removed by truck or equipment from any area. Such snow removal will occur in areas where there is no room on the street for snow storage and in areas where accumulated piles of snow create a hazardous condition. Snow trucking operations will not commence until other snow and ice removal operations have been completed. Snow trucking operations may be delayed depending on weather conditions and personnel availability. The snow will be removed and hauled to a snow storage area within the District. The snow storage area will be located as to minimize environmental concerns.



#### **XIV. ANNUAL REVIEW OF SNOW REMOVAL POLICY AND PROCEEDURE**

The Road Superintendent shall annually review and present changes if necessary to the SFRMD Prudential Committee for adoption by resolution of this policy, with the objective of adopting any such changes in policy during the month of October each year to address the upcoming winter season.