

**Chelsea Select Board Workshop
Winter Road Maintenance
September 19, 2012, 6:00PM
Chelsea Town Office
Workshop Minutes**

Workshop Agenda and Discussion

Selectboard Chairman, Ben Smith, called the workshop to order at 6:08 PM. Present were Board members, Ben Smith, Mike Pushard and Linda Leotsakos; Town Manager, Scott Tilton; and the contractor, Steve McGee Construction, represented by 4 drivers. 1 member of the public was also present. The 4 drivers will be performing the winter road maintenance by McGee Construction for the Town of Chelsea.

The workshop was called to cover a discussion of the following agenda items:

- 1) Review last winter's operations
- 2) Set priorities for this winter
- 3) Review plow and sanding routes and concerns
- 4) Review equipment and potential issues
- 5) Other winter road maintenance related issues

The following is a brief summary of the discussion points from the workshop. Board members summarized some of the concerns and issues raised during the past year's winter road maintenance including such issues as sanding (amounts and quality), frequency of the plowing, timing of the plowing, and equipment as well as specific discussions of particular roads and intersections.

The Board and Town Manager raised questions about the specific equipment because of many of the issues raised over the past year as well as issues with the equipment itself. The contractor plans to use 3 big trucks and 1 1-ton truck. The 1-ton truck was added late at the end of last year. This vehicle will be used all this year and should improve coverage of dirt and short roads as well as intersections. With regard to breakdowns, the contractor's representatives did indicate there is some back up equipment available that would be placed into service as required.

Timing of plowing activity was discussed as residents raised concerns about plowing being done too late in the mornings and the difficulty this created getting up hills. The Board, Town Manager and the drivers discussed when "call out" happens. Generally they start plowing when the accumulation is 1 to 2 inches of snow on the ground. The Board stressed that certain times are a priority. These include school times and commuter work times. The expectation is they will take care of bus routes on time. They indicated that the Head School bus driver in Chelsea has the ability to contact McGee's crew directly as needed. The Board also stressed roads need to be plowed for morning workers and by 4 PM for afternoon commuters.

Sanding was another focus. Scott said 2,000 yards was being put into the shed. There was some sand leftover from last year. They think there will be enough available but it all depends on the weather conditions. The shed is ready. One extra key will be provided for the McGee Construction office. Everyone discussed the amounts of sand used to cover the roads and intersections. They also discussed the mechanical capabilities of the vehicles and how sand volumes could be better controlled. Icy conditions are a balancing act as to how much sand is to be used. Condition can change quickly. The crew has hydraulic controls that are controlled from the cabs. They also discussed that early and late season storms can damage the roads because the ground is not frozen. There were also existing road issues last year that the Town has been working to fix in time for this year's plowing season.

Besides pavement, also discussed, were other challenges/impediments for plowers. These included turnarounds, poles, various obstructions, trees, and parked cars along the side of the roads along with the concerns that individuals plowing driveways leave snow out in the roads requiring the crew to redo some areas repeatedly. The attendees agreed to report ongoing concerns to each other so that these issues could be addressed as needed and individually if needed.

Scott Tilton and the drivers discussed mapping which would highlight the road maps with the driver's route coverage. The Board and drivers then discussed specific roads and the specific challenges/issues associated with each of them.

Before adjourning, Ben Smith reviewed the agenda again to assure that all the agenda items had been covered. He then adjourned the workshop at 7:04 PM.