

Milton Selectboard Meeting
December 21, 2015 at 6:00 p.m.
Community Room of the Municipal Complex
43 Bombardier Rd., Milton, VT 05468

Use of cell phones is prohibited during the meeting. Please shut them off or silence them.

AGENDA

- I. **Call to Order**
- II. **Flag Salute**
- III. **Agenda Review**
- IV. **Public Forum**
A Public Forum will be limited to five minutes per person. All participants must sign in and clearly state their name. No action will be taken on items raised until a subsequent meeting (if action is needed by the Selectboard).
- V. **New Business and Department Items**
 - A. **Fiscal Year 2017 Budget, Capital Improvement Plan & Debt Service**
Discussion
Donna Barlow Casey, Town Manager; John Gifford, Interim Finance Dir.
 - B. **Multiyear Road Preservation & Rehabilitation Plan**
Discussion
Roger Hunt, Public Works Director
 - C. **Fiscal Year 2017 Budget**
Discussion
- VI. **Old Business**
 - A. **Winter Operations Plan**
Consider Approval
Roger Hunt, Public Works Director
- VII. **Reconsideration**
- VIII. **Manager's Report**
- IX. **Potential and/or Future Agenda Items**
- X. **Warrant/Report #12**
- XI. **Minutes Meeting December 5 (To approve with or without corrections)**

XII. Minutes Meeting December 7 (To approve with or without corrections)

XIII. Anticipated Executive Session per V.S.A. Title 1 Section 313

- **Real Estate**

XIV. Adjournment

Posted December 18, 2015 on the official bulletin board in the lobby of the Municipal Building to the Town Website emailed to the Burlington Free Press, Milton Independent, Lake Champlain Access Television, Fox 44 News, WPTZ, WCAX, and posted in two other places within the Town of Milton and filed with the Town Clerk.

A handwritten signature in cursive script, reading "Donna Barlow Casey", is written over a solid horizontal line.

Signed: Donna Barlow Casey, Town Manager

TOWN OF MILTON

Transportation Management Plan

Pavement Management System



Town of Milton Pavement Management Presentation

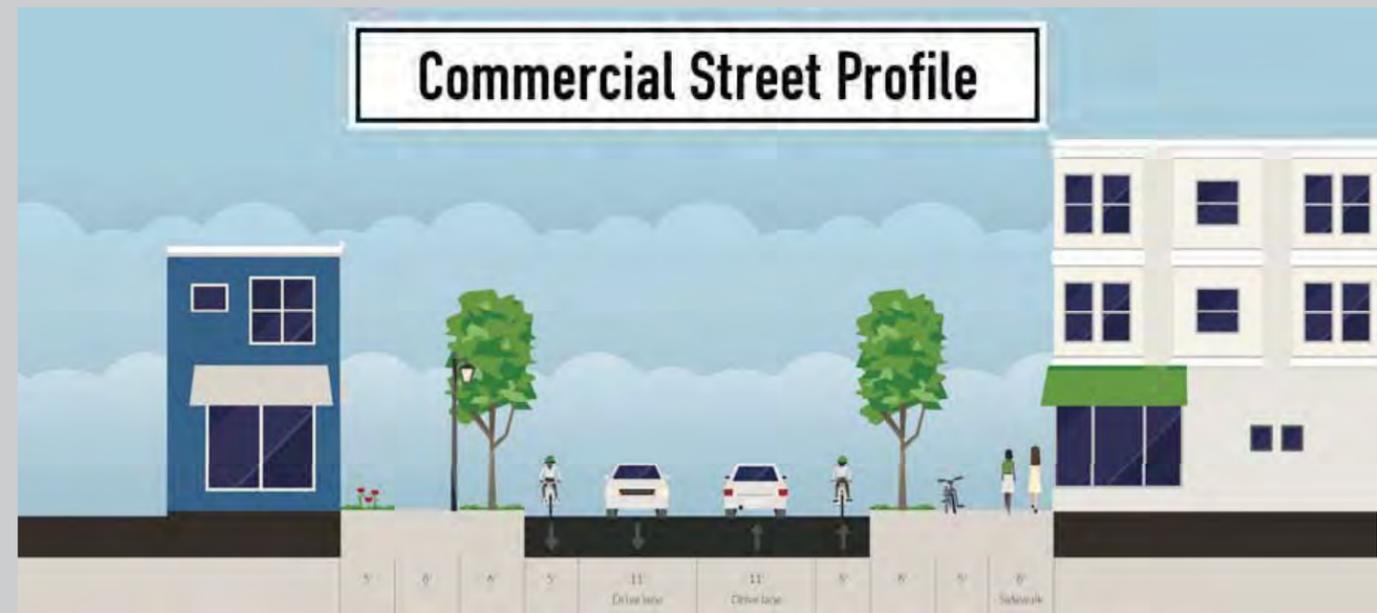


Excerpted with permission from the
"City of South Burlington -
Pavement Management System"
prepared by Justin Rabadoux, May
2011

THE TRANSPORTATION MANAGEMENT PLAN WILL INCLUDE:

- Paved Roads
- Gravel Roads
- Winter Operations
- Sidewalks
- Multi-Use Paths
- Culverts & Bridges
- Traffic Signs and Controls
- Wayfinding
- Lighting
- Traffic Calming

- Streetscape
- Long Range Planning



WHAT IS A PAVEMENT MANAGEMENT SYSTEM?

“An ongoing process of maintaining, upgrading, and operating your pavement system cost effectively, based on a continuous physical inventory and condition assessment”

PAVEMENT MANAGEMENT IS...

...a **management approach** used by
personnel to **make cost-effective decisions**
about a road network.

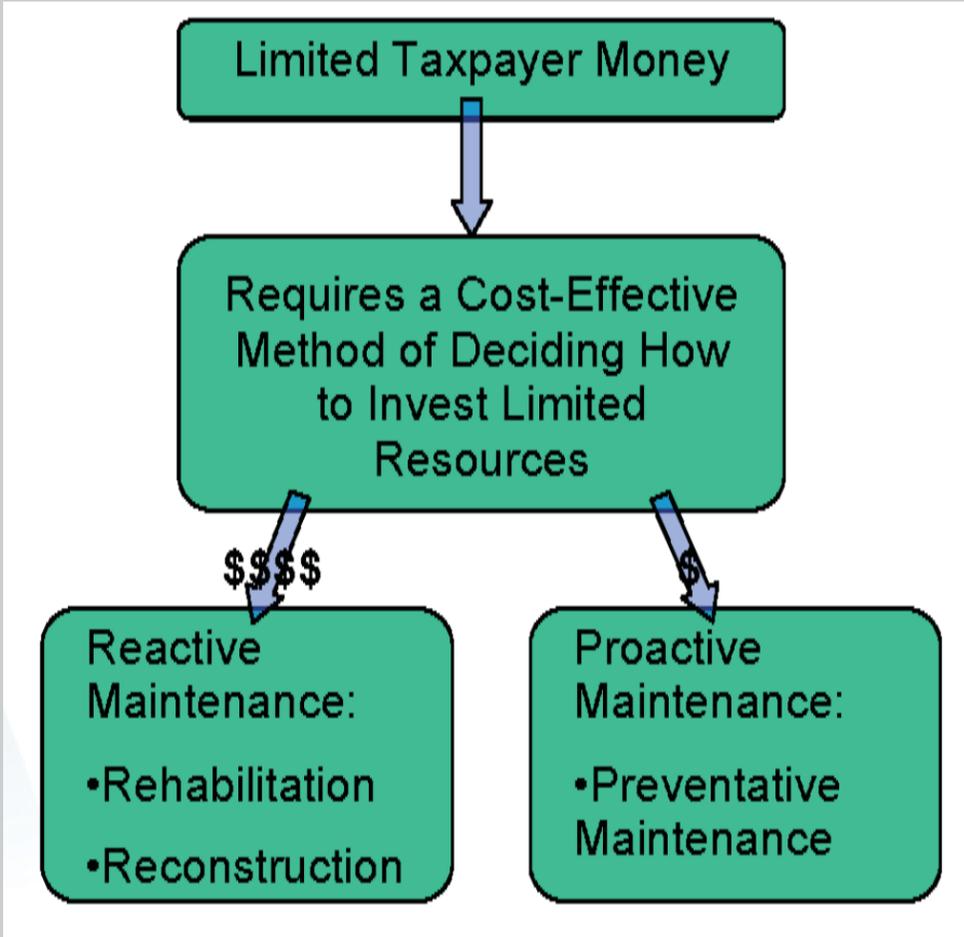
*AASHTO Pavement
Management Guide (2001)*

A PAVEMENT MANAGEMENT SYSTEM IS...

...a set of tools or methods that assist decision-makers in finding optimum strategies for providing, evaluating, and maintaining pavements in a serviceable condition over a period of time.

AASHTO Guide for Design of Pavement Structures (1993)

WHY USE A PAVEMENT MANAGEMENT SYSTEM?



THE USE OF PAVEMENT MANAGEMENT TOOLS

- **Identify and prioritize maintenance and rehabilitation needs**
- **Evaluate the impact of various programs through a comparison of conditions, backlog, or another measure**
- **Establishing pavement condition targets**
- **Setting budget needs**

BENEFITS OF PAVEMENT MANAGEMENT

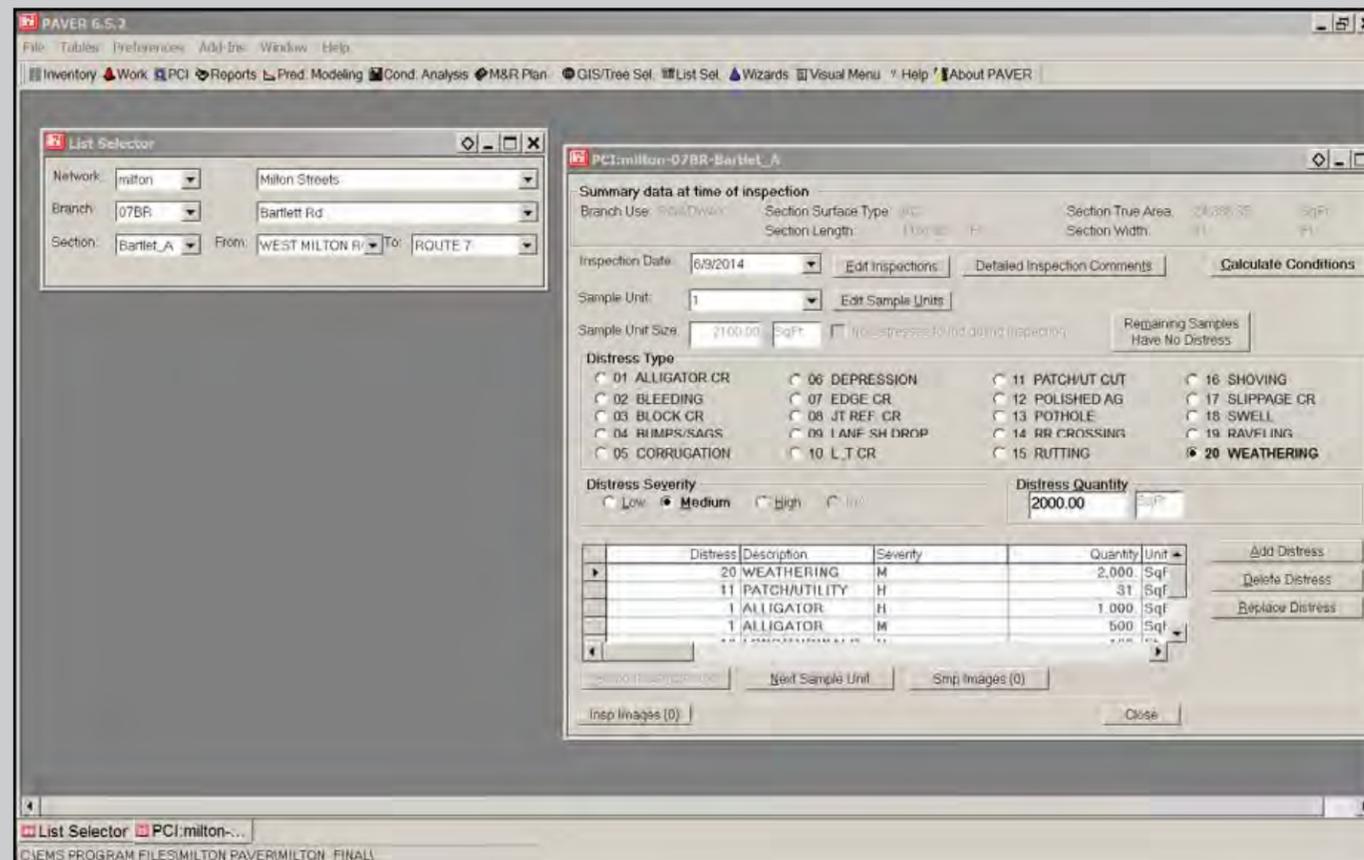
- More efficient use of available resources
- Ability to project future funding needs
- More accurate and accessible information on the pavement network
- Ability to track pavement performance
- Ability to show impacts on condition
- Improved communication

WHY USE PAVER SOFTWARE?

- Developed by the Army Corps in the late 70's
- Recommended by APWA (American Public Works Association)
- Optimizes funds allocated for Maintenance and Rehabilitation
- Utilizes the Pavement Condition Index (PCI) methodology
- PCI became an ASTM standard in 1999
- Most widely used Pavement Management Software in the world
- CCRPC uses PAVER to conduct Pavement Inventories for Member Municipalities.

What Does PAVER Do?

- Inventory
- Inspection (ASTM)
- Reporting
- Modeling
- Condition Analysis
- Project Planning



PROBLEMS

Deteriorating Pavements

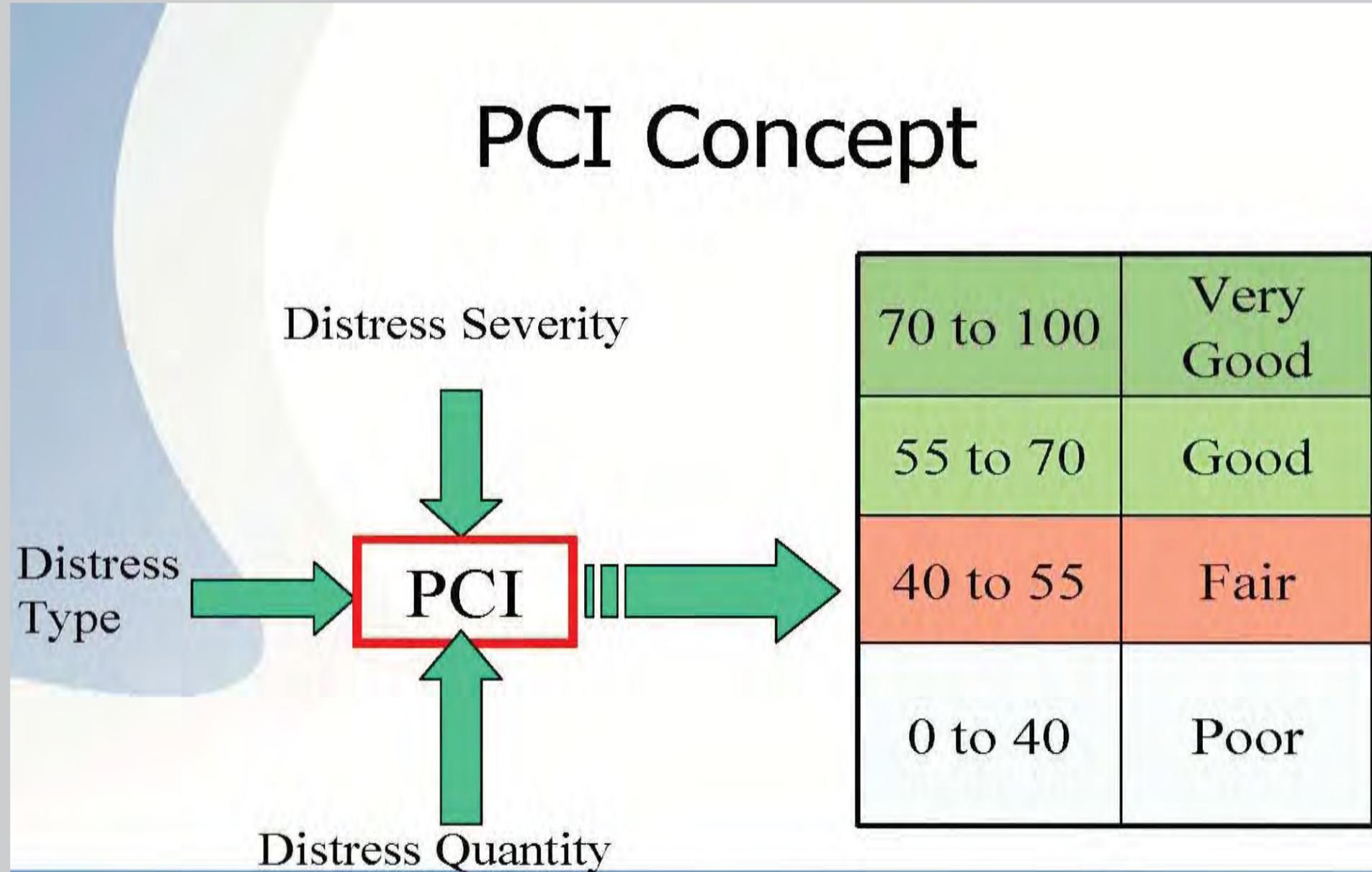
- More traffic, trucks, buses
- Deferred maintenance
- Less funding available
- Road materials are more costly
- Improper surface/structural treatments
- Failure of subbase or lack of proper subbase
- Improper drainage
- Poor road grade/lack of crown



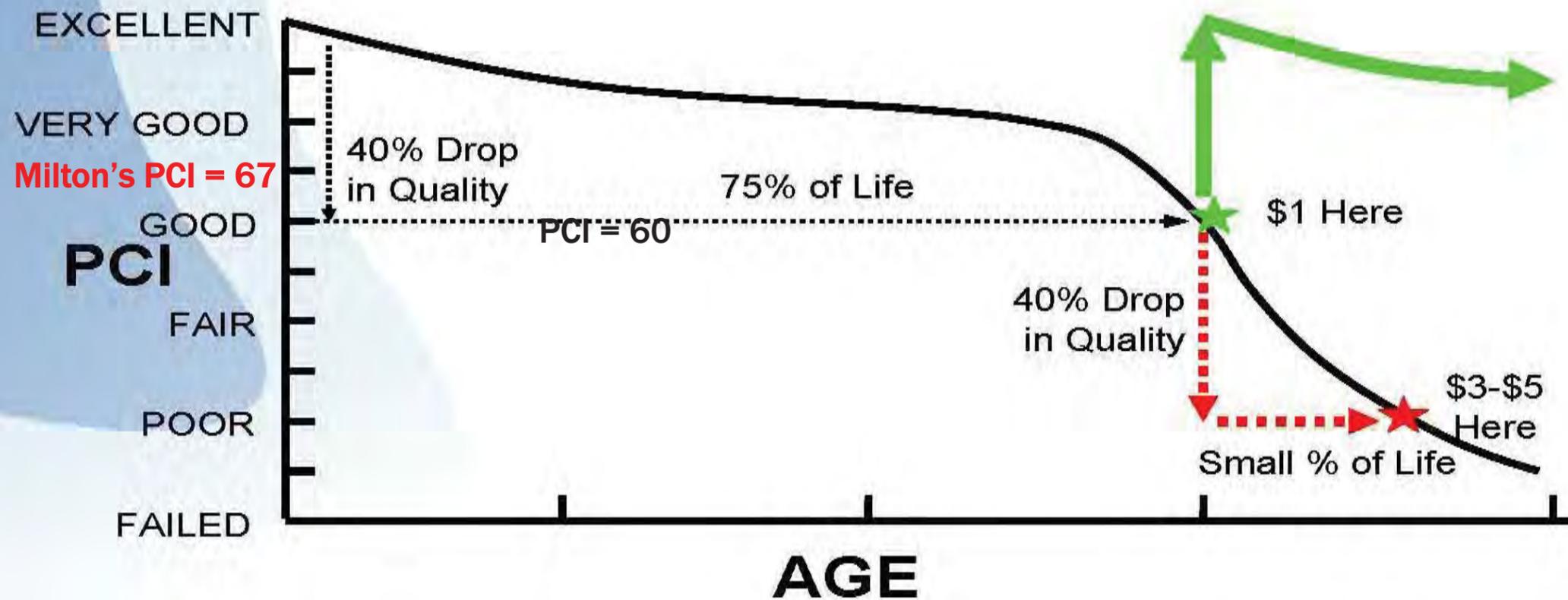
Investment Value

- **89 +/- miles of paved roads = 11.3 million square feet of pavement**
- **Value at \$5 per square foot = \$56.5 million !**

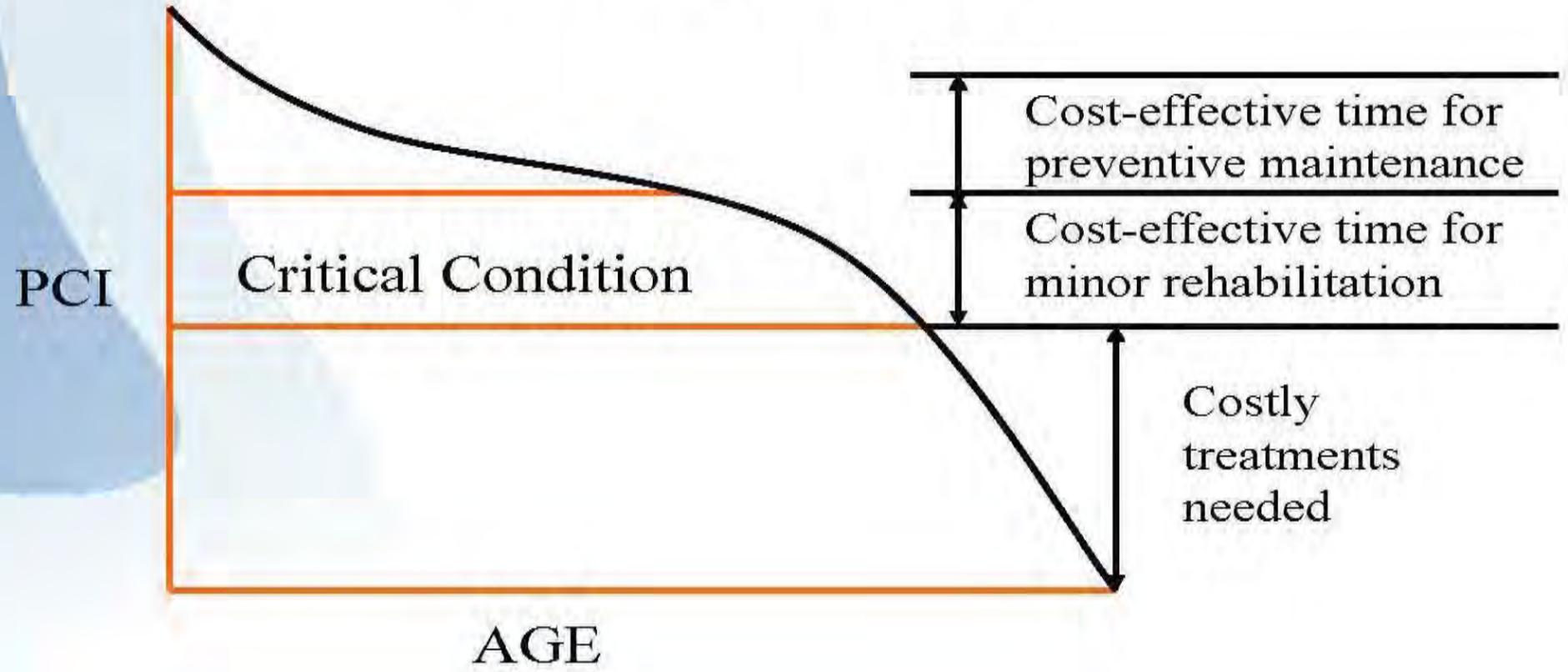
PCI Concept



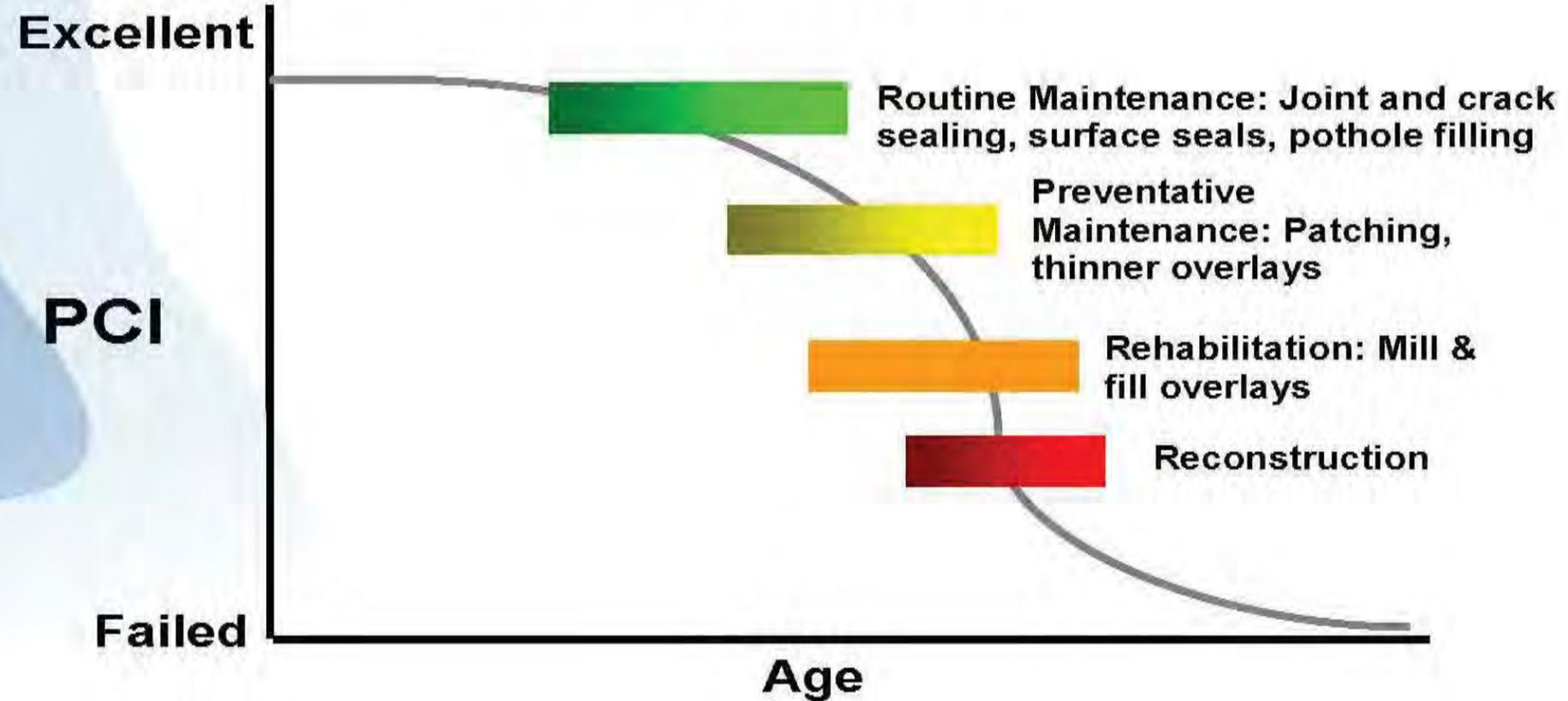
PAVEMENT LIFE CYCLE



Managing Pavement Deterioration



Treatment Rules: Type, Timing, Cost



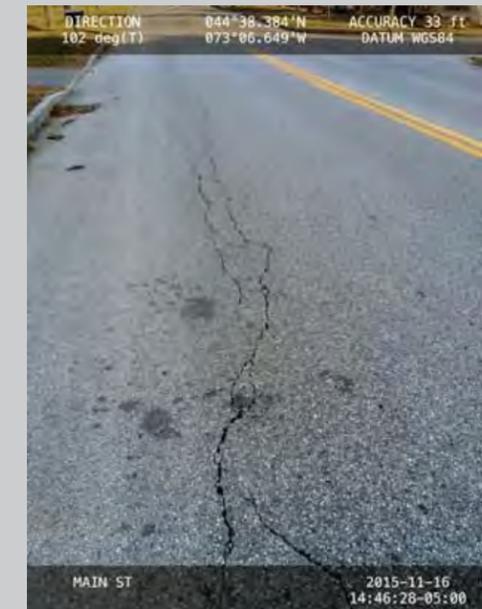
Asphalt Distresses

- 1 Alligator Cracking
- 2 Bleeding
- 3 Block Cracking
- 4 Bumps & Sags
- 5 Corrugation
- 6 Depression
- 7 Edge Cracking
- 8 Joint Reflection
- 9 Lane/Shoulder Dropoff



Asphalt Distresses

- 10 Longitudinal & Transverse Cracking
- 11 Patching
- 12 Polished Aggregate
- 13 Potholes
- 14 Railroad
- 15 Rutting
- 16 Shoving
- 17 Slippage
- 18 Swell
- 19 Weathering



INSPECTION SCHEDULE

Since Milton's paved inventory is approximately 89 miles, it is impossible for staff to inspect every foot on a yearly basis. Beginning in CY 16 a rotating four year inspection schedule will be established, inspecting 23 +/- miles per calendar year.

FY16 – 22 PAVEMENT PRESERVATION & REHABILITATION SCHEDULE



Town of Milton Pavement Management Presentation



Outer Everest Road



PAVEMENT RESERVATION REHABILITATION SCHEDULE

- Starting with the FY 16/17 Paving cycle, Staff proposes to set aside funds in the Paving Budget to include pavement preservation and line striping maintenance.
- The 2016 Summer schedule will include crack sealing on roads that were paved within the last five years. In the future, microsurfacing or other aesthetically pleasing techniques should be considered for Village streets.
- The following schedule is subject to change dependent upon available funding and ever changing field conditions. The cost of the plan is \$5.6 M which will preserve and rehabilitate 44 miles of pavement.



Town of Milton Pavement Management Presentation

PRESERVATION & REHABILITATION SCHEDULE DESIGN

- **The schedule is designed to maximize paving during the warm weather months.**
- **The schedule still attempts to maximize Class 2 Highway Grants while realizing we can't postpone paving because we didn't receive a grant.**
- **Culvert and projects which require pavement cuts will be done in the fall of the year and paved the following spring/summer in order to provide ample settling time.**
- **The schedule combines the old "worst first" strategy and the more cost effective preservation strategy.**

PAVEMENT MAINTENANCE HISTORY

Town of Milton Pavement Preservation and Rehabilitation Plan
Paving History FY 04-15

| Year | Class | Street | Segment | Treatment Type |
|------|-------|-----------------------------|------------------------|----------------|
| 2004 | 2 | Everest/Mears Intersection | Intersection | Recon |
| 2004 | 2 | Lake Road | ? | OL |
| 2004 | 2 | Main Street | | OL |
| 2004 | 2 | West Milton Road | T/L to Bear Trap ? | OL |
| 2004 | 3 | Cooper Road | A | OL |
| 2004 | 3 | Duffy Road | A | OL |
| 2004 | 3 | Hidden Meadow | A | OL |
| 2004 | 3 | Lamoille Terrace | Lower | OL |
| 2005 | 2 | Bear Trap Rd | #285 to 464 | OL-1.5 |
| 2005 | 2 | Everest Road | 6864 Feet ? | OL-1.5 |
| 2005 | 2 | Main Street | Upper & Lower | Multiple |
| 2005 | 3 | Cherry Street | School St to RR Street | Multiple |
| 2005 | 3 | Howard Drive | A | Base & Overlay |
| 2005 | 3 | Mears Road | A | Shim & OL-1.5 |
| 2005 | 3 | Sawmill Road | A | Base & Overlay |
| 2005 | 3 | Sunset Ave | A | Base & Overlay |
| 2005 | 3 | Woods Court | A | OL-1.5 |
| 2006 | 0 | Maplewood Ave. Pump Station | Water Project | OL |
| 2006 | 2 | Lake Road | Stone Bridge Rd to 764 | OL |
| 2006 | 2 | Main Street | Water Project | Patch |
| 2006 | 3 | Sanderson Road | Corner by HS 20 | Recon |
| 2006 | 3 | Sawmill Rd | Water Project | Patch |
| 2006 | 3 | Sunset Ave | Water Project | Patch |

Town of Milton Pavement Preservation and Rehabilitation Plan
Paving History FY 04-15

| Year | Class | Street | Segment | Treatment Type |
|------|-------|---------------------------|----------------------------|----------------|
| 2007 | 2 | Middle Road | Colch. T/L to 203 Middle | Multiple |
| 2007 | 3 | Duffy Road | A | Shim & Overlay |
| 2007 | 3 | Hemlock Rd | A | Shim |
| 2007 | 3 | Mars Hollow Road | A | Shim & Overlay |
| 2007 | 3 | Sanderson | ? | Shim |
| 2008 | 2 | Bear Trap Road | RT 2 to 464 | OL |
| 2008 | 2 | Bear Trap Road | John Rowley Rd to Cadreact | OL |
| 2008 | 3 | Baker Lane | A | OL |
| 2008 | 3 | Griswold Drive | A | OL |
| 2008 | 3 | Hemlock Road | A | OL |
| 2008 | 3 | Hobbs Rd | A | OL |
| 2008 | 3 | Landfill Rd | A | OL |
| 2008 | 3 | Maplewood Ave | A | OL |
| 2008 | 3 | Milton Falls Ct | A | OL |
| 2008 | 3 | Waterwheel Way | A | OL |
| 2008 | 3 | Woodcrest CCL | Hemlock to Hemlock | OL |
| 2009 | 3 | Cherry Street | School to River | Recon |
| 2009 | 3 | Hardscrabble Rd | ? | Shim & OL |
| 2009 | 3 | Manley Rd | All | Shim & OL |
| 2009 | 3 | McMullen Rd Rail Crossing | Rail Crossing | Mill & Shim |
| 2009 | 3 | Sanderson Road | Lake to Lamphere Rd | Shim & OL |
| 2009 | 3 | Streeter Brook Rd | All | Shim & OL |
| 2010 | 2 | East Rd | Colch. T/L to Duffy | Shim & RCS |
| 2010 | 3 | McMullen Rd | RR to Duffy | Shim & RCS |
| 2010 | 3 | Rollin Irish Rd | A | OL-1.25 |
| 2010 | 3 | Sweeny Farm Road | A | OL-1.25 |

Town of Milton Pavement Preservation and Rehabilitation Plan
Paving History FY 04-15

| Year | Class | Street | Segment | Treatment Type |
|------|-------|------------------|--------------------------------|-----------------------------|
| 2011 | 2 | Lake Road | Stone Bridge to T/L | Reconstruction (ARRA Grant) |
| 2011 | 2 | West Milton Road | GMP Access Rd to Bear Trap Rd. | Shim & Wearing Course |
| 2011 | 3 | Adams Park | A | OL |
| 2011 | 3 | Circle Rd | A | OL-1 |
| 2011 | 3 | Delma Drive | A | OL |
| 2011 | 3 | Elmer Place | A | OL |
| 2011 | 3 | Hardscrabble Rd | East to Reynolds | Shim & Wearing Course |
| 2011 | 3 | June Way | A | OL |
| 2011 | 3 | Oglewood Dr | A | OL |
| 2011 | 3 | Pep Place | A | OL |
| 2011 | 3 | Quail Hollow | A | OL |
| 2011 | 3 | Sally Way | A | OL |
| 2011 | 3 | Sheldon Rd | A | Base |
| 2011 | 3 | Smith Road | A | OL |
| 2011 | 3 | Sonya Rd | A | OL |
| 2011 | 3 | Thrush Dr | A | OL |
| 2012 | 2 | Westford Rd | Erling Drive to Ted Road | Shim & Overlay |
| 2012 | 3 | Erling Drive | A | OL-1 |
| 2012 | 3 | Murray Ave | Underpass | Mill & OL |

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Town of Milton Pavement Preservation and Rehabilitation Plan
Paving History FY 04-15

| Year | Class | Street | Segment | Treatment Type |
|------|-------|------------------|---------------------|-----------------|
| 2013 | 2 | Lower Westford | 4 Corners | OL |
| 2013 | 2 | Middle Rd | Hobbs to Park | OL |
| 2013 | 2 | Westford Rd | Ted Rd to T/L | OL |
| 2013 | 3 | Beaverbrook Rd | A | OL |
| 2013 | 3 | Gonyeau Rd | A | OL-1 |
| 2013 | 3 | Haydenberry Dr | A | OL |
| 2013 | 3 | Petty Brook Rd. | A | OL |
| 2013 | 3 | Pinewood Lane | A | OL |
| 2013 | 3 | Raspberry Ct | A | OL |
| 2013 | 3 | Shirley Ave | A | OL |
| 2013 | 3 | Stewart Ln | A | OL |
| 2013 | 3 | Strawberry Ln | A | OL |
| 2013 | 3 | Watkins Rd | A | OL |
| 2014 | 2 | Lake Road | Misc | Mill & Shim |
| 2014 | 2 | Main Street | Upper | Shim |
| 2014 | 3 | Allen Drive | A | Level & Overlay |
| 2014 | 3 | Barnum Street | A | Level & Overlay |
| 2014 | 3 | Bombardier Rd | A | Line Stripe |
| 2014 | 3 | Bradley Street | A | OL-1 |
| 2014 | 3 | Centre Drive | A | Line Stripe |
| 2014 | 3 | Herrick Ave | A | OL-1.5 |
| 2014 | 3 | Lamoille Terrace | Upper | OL-1.5 |
| 2014 | 3 | Mackey Street | A | OL-1.5 |
| 2014 | 3 | Moss End | A | OL-1 |
| 2014 | 3 | Riverside Drive | A | OL-1.5 |
| 2014 | 3 | Rugg Avenue | A | OL-1.5 |
| 2014 | 3 | Turnier Ave | A | Level & Overlay |
| 2014 | 3 | Vernon Ct | A | OL-1 |
| 2015 | 3 | Cary Lane | A | OL-1.5 + |
| 2015 | 3 | Catamount Drive | A | OL-1.5+ |
| 2015 | 3 | Gonyeau Rd | B | OL-1.5+ |
| 2015 | 3 | Kim Lane | A - Less Cul De Sac | OL-1 |
| 2015 | 3 | Long Pond Drive | A | OL-1.5+ |
| 2015 | 3 | Slim Brown Road | A | OL-1 |

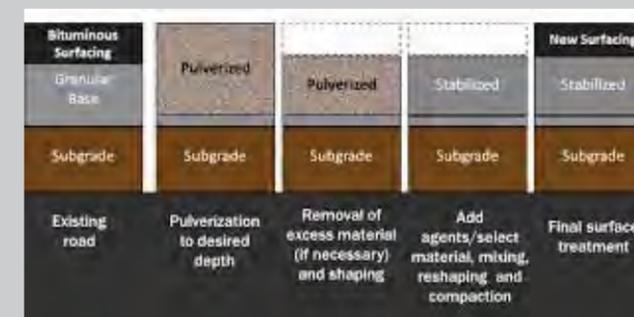
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MAINTENANCE TYPE DESCRIPTIONS

| Maintenance Type Description | |
|------------------------------|---------------------------------------|
| Symbol | Description |
| RCS/MS | Rubber Chip Seal or Microsurfacing |
| M-RCS | Modified Rubber Chip Seal-Gravel Road |
| SH | Shim |
| OL-1 | Overlay 1" |
| OL-1.5 | Overlay 1.5" |
| OL-1.75 | Overlay 1.75" |
| OL-2 | Overlay 2" |
| FDR | Full Depth Reclamation |
| RECON | Full Depth Reconstruction |
| CIPR | Cold in Place Recycle |
| CS | Crack Seal |
| MS | Microsurface |
| Cape | Cape Seal |
| FS | Fog Seal |
| OTH | Other |



Chip Sealing



Full Depth Reclamation Process

FY 17 - 22
Pavement Preservation and Rehabilitation Plan
Projected Expenditures

| FY 16 Pavement Preservation & Rehabilitation | | | | | | | | | | |
|--|--------------------|-------------|---------------------------------------|------------------|-----|---------------|-------------|------------|-----------|------------|
| | Road | Segment | Location Description | Maintenance Type | PCI | Length Feet | Miles | Cost | | |
| 16 | Everest Rd | Everest_A | Lake Rd. to Mears Int. | OL-1.75 | 20 | 2530 | 0.479 | \$ 49,416 | | |
| 16 | Everest Rd | Everest_C | Pvmt Change to Bezio Rd. | OL-1.75 | 22 | 2800 | 0.530 | \$ 54,577 | | |
| 16 | Everest Rd | Everest_D | Bezio to Beebe Hill Rd. | OL-1.75 | 19 | 4325 | 0.819 | \$ 84,353 | | |
| 16 | Lower Everest Road | Everest_E | Beebe Hill to Beach Rd. | OL-1.75 | 11 | 4930 | 0.934 | \$ 86,005 | | |
| 16 | Outer Everest Road | Everest_f | Beach Rd. to End | OL-1.75 | 18 | 1580 | 0.299 | \$ 20,774 | | |
| FY 16 Class 2 Sub Total | | | | | | 16165 | 3.062 | \$ 295,125 | | |
| 16 | Murray Avenue | Murray_B | Sawyer to Hibbard | M-RCS | 48 | 5700 | 1.080 | \$ 87,955 | | |
| 16 | Sawyer Ave | Sawyer_A | Full Length | OL-1.5 | 16 | 1300 | 0.246 | \$ 21,493 | | |
| FY 16 Class 3 Sub Total | | | | | | 7000 | 1.326 | \$ 109,448 | | |
| FY 16 Total | | | | | | Average PCI > | 22 | 23165 | 4.387 | \$ 404,573 |
| 110 Tons Asphalt for Unspecified Patching & Shimming | | | | | | | | | \$ 7,700 | |
| Pavement Preservation (Crack and/or Fog Seal) | | | | | | | | | \$ 20,000 | |
| Line Striping & Pavement Marking Preservation | | | | | | | | | \$ 10,000 | |
| FY 16 Projected Expenditure | | | | | | | | \$ 432,273 | | |
| FY 17 | | | | | | | | | | |
| Year | Road | Segment | Location Description | Maintenance Type | PCI | Length Feet | Miles | Cost | | |
| 17 | North Rd | North_A | Westford Road to Husky. | OL-1.5 | 40 | 5420 | 1.027 | \$ 99,851 | | |
| 17 | North Rd | North_C | Cooper Rd. to Georgia TL | OL-1.5 | 30 | 2320 | 0.439 | \$ 39,474 | | |
| 17 | Bear Trap Rd | Bear_D | Cadreact Road to HS #388 | OL-1.5 | 40 | 3470 | 0.657 | \$ 58,831 | | |
| 17 | Middle Road | Middle_C | Bridge #1 to HS# 161, Pavement Change | OL-1.75 | 39 | 1050 | 0.199 | \$ 20,530 | | |
| 17 | East Road | East_D | Westford Road to Hardscrabble | OL-1.5 | 36 | 2733 | 0.518 | \$ 31,224 | | |
| 17 | East Road | East_C | Hardscrabble to Kingsbury CL4 | SH | 55 | 2720 | 0.515 | \$ 19,056 | | |
| Class 2 Sub Total | | | | | | 17,713 | 3.355 | \$ 268,967 | | |
| 17 | Hardscrabble Road | N/A | Chip Seal Dirt Turn Around | M-RCS | 0 | 350 | 0.066 | \$ 4,320 | | |
| 17 | Hardscrabble Road | Hardscr_B | Chip Seal Reynolds to Devino | M-RCS | 55 | 4140 | 0.784 | \$ 40,731 | | |
| 17 | Hardscrabble Road | Hardscr_C | Chip Seal Devino to Dirt | M-RCS | 18 | 2570 | 0.487 | \$ 25,284 | | |
| 16 | Kingsbury Crossing | Kingsbu_A | Railroad Str to RR Xing | OL-1.5 | 19 | 1320 | 0.250 | \$ 4,320 | | |
| 17 | Sanderson Road | Sanders_A | Bear Trap Road to HS# 425 | OL-1.75 | 30 | 2735 | 0.518 | \$ 77,126 | | |
| 17 | Quarry Lane | Quarry_A | Full Length | OL-1.5 | 40 | 560 | 0.106 | \$ 9,771 | | |
| 17 | Quarry Lane | Quarry_B | CulDeSac Pave only 22' - 24' Lane | OL-1.5 | 47 | 365 | 0.069 | \$ 6,543 | | |
| 17 | Precast Road | Precast_A | Full Length Reclaim | CIPR | 30 | 1850 | 0.350 | \$ 94,162 | | |
| 17 | Cooper Rd | Cooper_A-B | North Road to Pavement Change | OL-1 | 39 | 5050 | 0.956 | \$ 57,767 | | |
| 17 | Hunting Ridge Lane | Hunting_A-1 | North Road to Steeplechase | OL-1.5 | 33 | 1500 | 0.284 | \$ 24,843 | | |
| 17 | Duffy Road | N/A | Repair 12W x 50L section | OTH | 0 | 50 | 0.009 | \$ 1,867 | | |
| FY 17 Class 3 Sub Total | | | | | | 12060 | 2.284 | \$ 270,212 | | |
| FY 17 Total | | | | | | 29773 | 5.639 | \$ 539,179 | | |
| 110 Tons Asphalt for Unspecified Patching & Shimming | | | | | | Average PCI > | 32.41176471 | | \$ 7,700 | |
| Pavement Preservation (Crack and/or Fog Seal) | | | | | | | | | \$ 25,000 | |
| Line Striping & Pavement Marking Preservation | | | | | | | | | \$ 10,000 | |
| FY 17 Projected Expenditure | | | | | | | | \$ 581,879 | | |
| FY 18 | | | | | | | | | | |
| Year | Road | Segment | Location Description | Maintenance Type | PCI | Length Feet | Miles | Cost | | |
| 18 | Lake Rd | Lake_D | Sanderson to Hibbard Rd | OL-1.5 | 16 | 5560 | 1.053 | \$ 94,266 | | |
| 18 | Lake Rd | Lake_E | Hibbard to HS# 764 | OL-1.5 | 36 | 5010 | 0.949 | \$ 84,941 | | |
| 18 | Lake Rd | Lake_F | HS# 764 to Cary Drive | OL-1.5 | 49 | 2350 | 0.445 | \$ 39,843 | | |
| 18 | Lake Rd | Lake_G | Cary Dr. to Stone Bridge | RCS/MS | 60 | 7750 | 1.468 | \$ 86,236 | | |
| 18 | East Rd | East_C | Microsurface or RCS | RCS/MS | 55 | 2520 | 0.477 | \$ 28,041 | | |
| 18 | East Rd | East_D | Microsurface or RCS | RCS/MS | 36 | 4030 | 0.763 | \$ 44,843 | | |
| FY 18 Class 2 Sub Total | | | | | | 23190 | 4.392 | \$ 378,168 | | |
| 18 | Jonzetta Court | Jonz_A | Full Length | OL-1 | 47 | 1150 | 0.218 | \$ 12,088 | | |
| 18 | Poor Farm Road | Poor_A + B | Full Length | OL-2 | 43 | 8575 | 1.624 | \$ 176,467 | | |
| 18 | Cardinal Drive | Cardinl_A | Full Length | OL-1.5 | 27 | 581 | 0.110 | \$ 9,685 | | |
| FY 18 Class 3 Sub Total | | | | | | 10306 | 1.952 | \$ 198,240 | | |
| FY 18 Total | | | | | | 33496 | 6.344 | \$ 576,409 | | |
| 110 Tons Asphalt for Unspecified Patching & Shimming | | | | | | Average PCI > | 41 | | \$ 7,700 | |
| Inflation | | | | | | | | | \$ 11,682 | |
| Pavement Preservation (Crack and/or Fog Seal) | | | | | | | | | \$ 30,000 | |
| Line Striping & Pavement Marking Preservation | | | | | | | | | \$ 12,000 | |
| FY 18 Projected Expenditures | | | | | | | | \$ 637,791 | | |

FY 17 - 22
Pavement Preservation and Rehabilitation Plan
Projected Expenditures

| FY 19 | | | | | | | | |
|--|-------------------|----------------|---|------------------|-------------|-------------|-------|------------|
| Year | Road | Segment | Location Description | Maintenance Type | PCI | Length Feet | Miles | Cost |
| 19 | West Milton Road | WMilton_A | RT 7 Int to I89 Bridge | OL-1.5 | 47 | 1363 | 0.258 | \$ 24,094 |
| 19 | West Milton Road | Wmilton_B | I89 Bridge to Recon Pavement Change | OL-1.5 | 66 | 3564 | 0.675 | \$ 66,749 |
| 19 | West Milton Road | Wmilton_C | Recon PVMT Change to Bear Trap | RCS/MS | 88 | 3502 | 0.663 | \$ 47,864 |
| 19 | West Milton Road | Wmilton_D | Bear Trap to Smith Sand Pit | OL-1.5 | 16 | 5830 | 1.104 | \$ 109,187 |
| 19 | West Milton Road | Wmilton_E | Sand Pit to Valley View Drive | OL-1.5 | 15 | 2233 | 0.423 | \$ 41,972 |
| 19 | West Milton Road | Wmilton_F | Valley View Drive to TL | OL-1.5 | 37 | 4240 | 0.803 | \$ 72,957 |
| FY 19 Class 2 Sub Total | | | | | | 20732 | 3.927 | \$ 362,822 |
| 19 | Village Drive | Village_a | Full Length | OL-1.5 | 54 | 1125 | 0.213 | \$ 19,056 |
| 19 | Russell Circle | Russell_A | Full Length | OL-1 | 44 | 2550 | 0.483 | \$ 29,220 |
| 19 | Kingswood Drive | Kingswd_A | Full Length | OL-1.5 | 18 | 1770 | 0.335 | \$ 29,347 |
| 19 | Woodcrest Circle | Woodcres_A & B | Full Length | OL-1.5 | 42 | 4330 | 0.820 | \$ 71,571 |
| 19 | Whisper Lane | Whisper_A | Full Length | OL-1.5 | 15 | 1610 | 0.305 | \$ 27,056 |
| 19 | Hemlock Road | Hemlock_A | Full Length | OL-1.5 | 51 | 1520 | 0.288 | \$ 25,173 |
| FY 19 Class 3 Sub Total | | | | | | 12905 | 2.444 | \$ 201,423 |
| FY 19 Total | | | | | | 33637 | 6.371 | \$ 564,245 |
| 110 Tons Asphalt for Unspecified Patching & Shimming | | | | Average PCI > | 41.08333333 | | | \$ 7,700 |
| Inflation | | | | | | | | \$ 22,878 |
| Pavement Preservation (Crack and/or Fog Seal) | | | | | | | | \$ 30,000 |
| Line Striping & Pavement Marking Preservation | | | | | | | | \$ 14,000 |
| | | | | | | | | \$ 638,822 |
| FY 20 | | | | | | | | |
| Year | Road | Segment | Location Description | Maintenance Type | PCI | Length Feet | Miles | Cost |
| 20 | Lake Road | Lake_A | RT 7 to Manley Rd. | OL-1.5 | 52 | 2745 | 0.520 | \$ 46,441 |
| 20 | Lake Road | Lake_B | Manley to I89 Bridge | OL-1.5 | 35 | 4285 | 0.812 | \$ 72,390 |
| 20 | Lake Road | Lake_C | I89 Bridge to Sanderson Rd. | OL-1.5 | 54 | 1350 | 0.256 | \$ 22,970 |
| 20 | Railroad Street | Rail_B | RR to Main Street | OL-1.75 | 40 | 4132 | 0.783 | \$ 77,264 |
| FY 20 Class 2 Total | | | | | | 12512 | 2.370 | \$ 219,065 |
| 20 | Mears Road | Mears_A | Full length | RCS/MS | 49 | 6013 | 1.139 | \$ 69,415 |
| 20 | Deer Run | Deer_A | Full Length | OL-1 | 56 | 1584 | 0.300 | \$ 18,381 |
| 20 | James Drive | James_A | Full Length | OL-1 | 60 | 1584 | 0.300 | \$ 18,189 |
| 20 | Ira Place | Ira_A | Full Length | OL-1 | 62 | 1003 | 0.190 | \$ 11,555 |
| 20 | Lena Ct. | Lena_A | Full Length | OL-1 | 62 | 792 | 0.150 | \$ 9,095 |
| 20 | Sawmill Road | Saw_A | End of Pavement | OL-1 | 20 | 635 | 0.120 | \$ 5,853 |
| 20 | School Street | School_A | Full Length | OL-1.5 | 27 | 1003 | 0.190 | \$ 19,318 |
| 20 | Edgewater Terrace | Edgewater_A | Full Length | OL-1 | 47 | 845 | 0.160 | \$ 9,700 |
| FY 20 Class 3 Total | | | | | | 13459 | 2.549 | \$ 161,506 |
| FY 20 Total | | | | | | 25971 | 4.92 | \$ 380,570 |
| 110 Tons Asphalt for Unspecified Patching & Shimming | | | | Average PCI > | 47 | | | \$ 7,700 |
| Inflation | | | | | | | | \$ 23,296 |
| Pavement Preservation (Crack and/or Fog Seal) | | | | | | | | \$ 30,000 |
| Line Striping & Pavement Marking Preservation | | | | | | | | \$ 14,000 |
| | | | | | | | | \$ 455,566 |
| FY 21 | | | | | | | | |
| Year | Road | Segment | Location Description | Maintenance Type | PCI | Length Feet | Miles | Cost |
| 21 | Middle Road | Middle_A | Col T/L to Mackenzie Ln. | OL-1.5 | 54 | 2320 | 0.439 | \$ 31,995 |
| 21 | Middle Road | Middle_B | Mackenzie Ln to Bridge #1 | OL-2 | 49 | 8200 | 1.553 | \$ 264,330 |
| FY 21 Class 2 Total | | | | | | 10520 | 1.992 | \$ 296,326 |
| 21 | Rollin Irish Road | Rollin_A + B | Full Length Chip Seal or Microsurfacing | RCS/MS | 53 | 9798 | 1.856 | \$ 95,803 |
| 21 | Marrs Hollow Rd | Marrs_A | Full Length | OL-1.5 | 55 | 3400 | 0.644 | \$ 51,406 |
| 21 | Racine Road | Racine_A | RT 7 to Forbes Rd. | RCS/MS | 60 | 3431 | 0.650 | \$ 33,548 |
| 21 | Racine Road | Racine_B | Forbes Rd. to end | RCS/MS | 44 | 1056 | 0.200 | \$ 7,509 |
| 21 | Forbes Road | Forbes_A | Full Length | OL-1.5 | 44 | 1420 | 0.269 | \$ 21,469 |
| FY 21 Class 3 Total | | | | | | 19105 | 3.618 | \$ 188,650 |
| FY 21 Total | | | | | | 29625 | 5.611 | \$ 484,976 |
| 110 Tons Asphalt for Unspecified Patching & Shimming | | | | Average PCI > | 51.28571429 | | | \$ 7,700 |
| Inflation | | | | | | | | \$ 39,414 |
| Pavement Preservation (Crack and/or Fog Seal) | | | | | | | | \$ 30,000 |
| Line Striping & Pavement Marking Preservation | | | | | | | | \$ 15,000 |
| | | | | | | | | \$ 577,090 |

FY 17 - 22
Pavement Preservation and Rehabilitation Plan
Projected Expenditures

| FY 22 | | | | | | | | |
|--|----------------------|---------------|---------------------------------|------------------|-------------|-------------|-------|--------------|
| Year | Road | Segment | Location Description | Maintenance Type | PCI | Length Feet | Miles | Cost |
| 22 | Lake Rd | Lake_K | Stonebridge + 2700' | RCS/MS | 70 | 2692 | 0.510 | \$ 33,381 |
| 22 | Lake Rd | Lake_L | PVMT Change to Eagle Mtn Hbr Rd | RCS/MS | 90 | 5015 | 0.950 | \$ 62,186 |
| 22 | Lake Rd | Lake_M | Eagle Mtn Hbr Rd to T/L | RCS/MS | 70 | 6709 | 1.271 | \$ 83,192 |
| FY 22 Class 2 Total | | | | | | 14416 | 2.730 | \$ 178,758 |
| 22 | Manley Rd | Manley_A | Lake Road + 2085' | RCS/MS | 83 | 2085 | 0.395 | \$ 27,051 |
| 22 | Manley Rd | Manley_B | End A to Smith Road | RCS/MS | 88 | 2133 | 0.404 | \$ 27,302 |
| 22 | Manley Rd | Manley_C | Smith Rd. to Murray Ave. | RCS/MS | 69 | 4751 | 0.900 | \$ 60,813 |
| 22 | Manley Rd | Manley_D | Murray Ave. to T/L | RCS/MS | 67 | 2112 | 0.400 | \$ 27,034 |
| 22 | Duffy Road | Duffy_A | T/L to HS# 425, CS or MS | RCS/MS | 49 | 2900 | 0.549 | \$ 46,408 |
| 22 | Duffy Road | Duffy_B | HS# 425 to Marrs Hollow Rd | RCS/MS | 60 | 2332 | 0.442 | \$ 22,802 |
| 22 | Duffy Road | Duffy_C | Marrs Hollow Rd to East Rd | RCS/MS | 80 | 4806 | 0.910 | \$ 46,992 |
| 22 | Red Clover Way | Red_A + B + C | Full Length | OL-1.5 | 36 | 4900 | 0.928 | \$ 81,413 |
| 22 | Water Wheel Way | Waterwh_A | On lane width in CDS | OL-1 | 47 | 1147 | 0.217 | \$ 18,918 |
| 22 | Milton Falls Court | Milton_A | Full length | OL-1 | 60 | 3020 | 0.572 | \$ 34,485 |
| 22 | Cherry Street | Cherry_A | River to School Street | OL-1.5 | 68 | 530 | 0.100 | \$ 10,179 |
| 22 | Cherry Street | Cherry_B | School to Herrick | OL-1.5 | 78 | 1100 | 0.208 | \$ 20,087 |
| 22 | Cherry Street | Cherry_C | Herrick to Railroad Street | OL-1.5 | 55 | 721 | 0.137 | \$ 13,616 |
| 22 | Rebecca Lander Drive | Rebecca_A | To Parking | OL-1.5 | 19 | 528 | 0.100 | \$ 9,952 |
| FY 22 Class 3 Total | | | | | | 11946 | 2.263 | \$ 447,052 |
| FY 22 Total | | | | | | 26362 | 4.993 | \$ 625,810 |
| 110 Tons Asphalt for Unspecified Patching & Shimming | | | | Average PCI > | 64.05882353 | | | \$ 7,700 |
| Inflation | | | | | | | | \$ 63,351 |
| Pavement Preservation (Crack and/or Fog Seal) | | | | | | | | \$ 30,000 |
| Line Striping & Pavement Marking Preservation | | | | | | | | \$ 15,000 |
| FY 22 Projected Expenditure | | | | | | | | \$ 741,862 |
| Straglers | | | | | | | | |
| Year | Road | Segment | Location Description | Maintenance Type | PCI | Length Feet | Miles | Cost |
| | Birch Lane | Birch_A | Full Length - Lane Width in CDS | OL-1 | 73 | 1953 | 0.370 | \$ 24,162 |
| | Cobble Hill Road | Cobble_A | End of Pavement | OL-1 | 48 | 3752 | 0.711 | \$ 45,762 |
| | Doris Drive | Doris_A | Full Length | OL-1 | 33 | 1170 | 0.222 | \$ 14,243 |
| | Kienle Road | Kienle_A | End of pavement | OL-1 | 40 | 903 | 0.171 | \$ 10,966 |
| | Woods Court | Woods_A | Full Length | OL-1 | 35 | 528 | 0.100 | \$ 5,057 |
| | McMullen Road | Mcmulle_A | Railroad St. to Hobbs Road | OL-1.5 | 31 | 4137 | 0.784 | \$ 73,383 |
| | McMullen Road | Mcmulle_B | Hobbs to Winter Ln./RR X-ing | OL-1.5 | 68 | 2050 | 0.388 | \$ 34,315 |
| | McMullen Road | Mcmulle_C | RR Xing to East Road Chip Seal | RCS/MS | 84 | 1232 | 0.233 | \$ 15,636 |
| | Cub Road | Cub_A | Full Length | OL-1 | 43 | 1214 | 0.230 | \$ 24,724 |
| | Gravelle Road | Gravell_A | North End | OL-1 | 44 | 1677 | 0.318 | \$ 33,951 |
| | Gravelle Road | Gravell_B | South End | OL-1 | 51 | 1668 | 0.316 | \$ 33,769 |
| | Lacasse Drive | Lacasse_A | Full Length | OL-1 | 60 | 686 | 0.130 | \$ 7,875 |
| Straglers Total | | | | | | 20970 | 4 | \$ 323,843 |
| Reconstruction & Reclamation Projects - Potential Bond | | | | | | | | |
| | Road | Segment | Location Description | Maintenance Type | PCI | Length Feet | Miles | Cost |
| 17 | North Rd | North_B | Husky Rd. to Cooper FDR | FDR | 15 | 4320 | 0.818 | \$ 400,000 |
| 17 | West Milton Road | Wmilton_E | Reconstruct Munson Hill | RECON | 11 | 1050 | 0.199 | \$ 335,000 |
| 22+ | Bartlett Rd | Bartlett_A | Full Depth Reconstruction | RECON | 2 | 1161 | 0.220 | \$ 200,000 |
| 22+ | Lamoille Terrace* | Lamoill_C | Full Depth Reclamation | RECON | 15 | 1250 | 0.237 | \$ 125,000 |
| 22+ | Legion Rd | Legion_A | Full Depth Reconstruction | RECON | 10 | 528 | 0.100 | \$ 153,000 |
| * May seek some funding from WW | | | | | | | | |
| Average PCI | | | | | 10.6 | 8,309 | 1.574 | \$ 1,213,000 |

| Maintenance Type Description | Plan Totals |
|------------------------------|---------------------------------------|
| Symbol | Description |
| RCS/MS | Rubber Chip Seal or Microsurfacing |
| M-RCS | Modified Rubber Chip Seal-Gravel Road |
| SH | Shim |
| OL-1 | Overlay 1" |
| OL-1.5 | Overlay 1.5" |
| OL-1.75 | Overlay 1.75" |
| OL-2 | Overlay 2" |
| FDR | Full Depth Reclamation |
| RECON | Full Depth Reconstruction |
| CIPR | Cold in Place Recycle |
| CS | Crack Seal |
| MS | Microsurface |
| Cape | Cape Seal |
| FS | Fog Seal |
| OTH | Other |

Plan Totals 231,308 44 \$ 5,602,127

TOWN OF MILTON

PUBLIC WORKS

WINTER OPERATIONS PLAN

This plan addresses the wintertime Public Works operations for ice and snow control on Town roads and streets. It also identifies essential community services provided by the Public Works Department for winter water and sewer emergencies and discusses wintertime coordination between Town Departments.

Approved by the Selectboard on **November 16, 2015**.

Darren Adams, Chair

Stuart King, Vice Chairperson

John Bartlett, Clerk

John Cushing

Kenneth Nolan

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I. General

The Town of Milton Public Works Department hereinafter referred to as Public Works has the responsibility of maintaining essential services on approximately 99101 miles of accepted Town roadways, 9088 miles of paved, 11 miles of gravel, as well as over 40 miles of water line, over 15 miles of sewer line, and maintenance of public buildings, cemeteries, forests and parks. A significant portion of the Department's overall efforts are directed towards maintaining the essential transportation and utility services during the extended period of high precipitation, low temperatures and heavy winds, which together characterize the Vermont Winter.

The Public Works Director has direct responsibility for the management of the Department, acting under the general policy direction of the Town Manager and authority of the Selectboard. The Public Works Director oversees ~~two~~three (23) divisions within Public Works: Public Works Administration, Operations and Water/Wastewater. The day-to-day operations, including snow and ice removal of the Operations and Water/Wastewater ~~two~~ divisions are supervised and coordinated by the ~~working supervisors~~Public Works Supervisor and Water/Wastewater Superintendent.

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

In order to provide timely winter street clearing services and to gauge the level of activity required prior to, during and following winter storms, the Town utilizes the following:

- A. Weather forecasts are provided by the National Weather Service located at the Burlington International Airport (862-2475). In addition, the weather forecasts are broadcast continually. Receivers monitor this forecast at the Town Garage and the Police Department.
- B. Local radio, websites and television stations provide weather forecasts, including the dedicated Weather Channel on cable television.
- C. National Weather Service forecasts and current conditions for Burlington International Airport are available via Internet at ~~http://www.wunderground.com~~
http://www.weather.gov/btv/
- D. Road and weather conditions throughout the State are monitored by the State Transportation Agency in Montpelier. This information can be obtained by calling 828-2648. Two State Highway radio frequencies, 159.180 and 159.195, also can be monitored on the scanner for current information.
- E. Assistance is available on local road conditions from the Milton Police Department. During off-duty Public Works hours (3:30 PM to 7:00 AM), the Public Works Department utilizes information provided by police officers on duty/patrol. To

provide the best possible response in the shortest time, it is important that the following information be provided by the Police Department and conveyed to Public Works at the time contact is made:

1. Is the problem Town-wide, restricted to one area of Town or at a specific location? The problem location needs to be defined as accurately as possible.
2. What is the specific nature of the problem?
Snow - How much is on the road(s) and how much is falling? Is the problem on paved or gravel roads or both?

Ice - How severe are the conditions and is it widespread or site specific? Is the problem on paved or gravel roads or both?

Miscellaneous - explain what the problem is in as much detail as possible.

Debris - What is it (i.e., tree in road)? What is its size? Is it blocking all traffic or only one lane, etc.?

Washouts - How large an area is affected (size) and is the washout in progress or has it subsided?

Emergency Access – Can Police, Fire or Rescue get to any location (because of specific road conditions or problems)?
3. What is being done by the Police Department pending arrival of Public Works employees?
 - a. Will the Officer remain on site?
 - b. Will barricades be put up?
 - c. Will road(s) be closed?
 - d. Will Fire/Rescue be contacted?
 - e. Will the media be contacted?
4. A decision on what effort is needed to correct the problem will be made by the Public Works Supervisor and/or Public Works Director. However, any input from the police officer on site may assist Public Works in the timely arrival of help.
5. Once contact is made via telephone or alert notification list, communication will be maintained until Public Works has corrected the problem. Public Works will notify the Police Department when all work is completed.

III. Operations on Town Highways

- A. General – During the winter period extending generally from the 15th of November through the 15th of April, the principal efforts of the Public Works Operations division ~~are~~ is directed towards control of snow and ice on Town highways. To accomplish the objectives and policies of the Town of Milton, operating procedures have been implemented. The operating procedures take place over four distinct time periods, including (1) Pre-Winter Preparation, Training and Orientation, (2) Winter Storm Operations, (3) Continuing Winter Operations During Non-Storm Periods and (4) Post-Winter Follow-up.
- B. Pre-Winter Preparation, Training and Orientation
1. Update the operation plan as necessary to keep the plan current. Let the media, Police Department, Fire Department, School Department and other officials know about the plan. Conduct coordination meetings with all stakeholders.
 2. Know the plowing and spreading routes, the employees of the Public Works Department will complete the following:
 - a. Make trial runs before winter to familiarize themselves with the routes, road conditions, obstacles and problem areas. Remember that road conditions change from year to year and obstacles may be present now that were not there before. Plan fall meetings to familiarize the road crew with their winter duties and review with all drivers, all routes in case another crew member must take over the route.
 - b. During trial runs, pinpoint drains and waterways that must be opened after every storm. Mark other structures, including fire hydrants, guide rails, drop inlets, catch basins and curbing ends that may be hidden from the driver(s). Mark areas that have been consistent sources of complaints in the past.
 - c. Plan plowing routes to bring trucks back to storage facilities when they are almost empty of deicing material. This saves time and fuel.
 - d. Review ~~the~~ new developments plowing plan with the full crew in late fall. Identify which new road(s) will be accepted during the winter and plowed by the Town.

3. Effective Radio~~TV~~ Communication
 - a. Review the alert notification roster and radio calls with all employees.
 - b. Check all radio equipment and ensure that working spares are stockpiled at the garage.
 - c. Review the storm warning system with all affected employees.
4. Equipment - Operation and Maintenance
 - a. The Public Works Supervisor is responsible for cross-training of operators in the use of all equipment. Equipment will not be operated by inexperienced personnel without supervision.
 - b. Prior to the onset of winter, the mechanic, Public Works Supervisor and all operators will perform a complete inspection of all winter equipment to include at a minimum, the following:
 - Vermont State Inspection
 - A check of all wing and plow hydraulic systems to ensure they are operating properly.
 - A check on the condition of moldboards, cutting edges.
 - Operation of snow plow hoists, towers, sanders and controls to include calibration tests for sand and/or salt spreading and operational checks of the computer-controlled material feed systems.
 - Brake checks, air and hydraulic hose checks.
 - All vehicle lighting, including wiring and sockets on headlights, tail lights, stop lights and turn signals. (Warning lights must be visible from all sides, whether bodies are raised or lowered.)
 - Replacement of side or end-body reflective tape as necessary.
5. The mechanic will order and keep on hand an adequate emergency supply of critical equipment, such as tires, spreader repair parts, hydraulic fluid and fittings, tire chains, plow parts, lights.

6. The Public Works Supervisor and mechanic will insure that operators perform preventive maintenance on a daily basis to include:
 - a. Inspection of tires for wear
 - b. Checks on brakes and air systems
 - c. Checks of hydraulic hoses for leaks
 - d. Visible structural checks of frames and the pins holding the bed to the frame
 - e. All electrical equipment, especially lights, wiring and sockets
 - f. Wipers
 - g. Plow blade wear
 - h. Safety equipment checks
7. Materials
 - a. The Public Works Supervisor is responsible for ensuring an adequate supply of sand is stockpiled or available prior to the start of winter.
 - b. The Public Works Supervisor is responsible for maintaining an adequate supply of gravel, ~~peastones~~sand, salt, magnesium and calcium chloride throughout the winter.
8. Training will be conducted annually on the following subjects in support of winter operations:
 - a. The winter snow plan
 - b. How salt works
 - c. How magnesium chloride works
 - d. How and when to use salt, sand, and chemical deicers
 - e. Application rates/salt reduction
 - f. Special storm situations
 - g. Special deicing problems
 - h. Winter safety considerations
 - i. Police/Public Works communications
 - j. Parking/towing ordinance
 - k. Public relations/complaint procedure

4.9. Other subjects as appropriate

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C. Winter Storm Operations

1. General Philosophy
The Town of Milton does not have a bare roads policy. The Town follows a Safe Roads at Safe Speeds policy. This means that during a storm, roads

are plowed, sanded and salted to keep them open for travel, though road surfaces may be snow covered at times during the storm. Roads will be returned to bare pavement only when the storm is over. Depending on the severity of the storm, this may take several days, especially on low volume roads and in developments.

Like towns all over Vermont, Milton has traditionally used a deicing approach to winter road maintenance removing or melting snow and ice as they accumulate or shortly thereafter. Bare roads can be achieved when salt is used at its optimum deicing temperature of 18° Fahrenheit and above. Below 18° a mixture of sand and salt ~~is~~ may be used in limited circumstances and however the roads will not be bare. Starting the winter of 2015-16, on most routes magnesium chloride will be mixed with the road salt to improve the salts effectiveness in marginal temperatures. The use of magnesium chloride may also help stretch our salt supply which has been increasingly more expensive to purchase and difficult to maintain on hand. The Town's snow and ice control operations are limited by the resources (budget, personnel, equipment and materials) available for winter maintenance operations. Limited resources do impact the level of service and ability to provide bare roads.

2. **Determination of Operations**

Using the resources identified under Section II, professional experience and judgment, the Public Works Supervisor or his/her designee will determine the appropriate level and timing of snow and ice control to be performed by the Public Works Department. The Public Works Supervisor may consult with the Public Works Director. The Public Works Supervisor or his designee will contact employees in the Public Works Department using the alert notification list.

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Although significant improvements have been made in weather forecasting, accurate predictions of the specific effect of winter conditions on the roads in the Town of Milton are not possible. An overall plan has been developed to provide for clearing of the roads. This plan is generally followed, however, each storm event is unique and deviations from the plan occur. Decisions must be made using individual judgment based upon a current assessment of the situation. Following every major storm event, review of the methods, materials, the equipment used, and the manpower effect, as well as complaints received will be done by the Public Works Supervisor. These reviews will provide the basis for adjustments in managing future winter storm operations.

3. **Control Center**

Upon notification, employees at the Highway Garage on Ice House Road complete a pre-startup check of equipment and proceed to perform the necessary snow and/or ice clearing operations. The Control Center is the

Highway Garage at 893-1851, (primary) or the Public Works Office at 893-6030 or other designated location. Although the Public Works Supervisor or his/her designee may frequently leave the Control Center to evaluate conditions and assist in the operations, he/she ~~can~~ may be reached via cell phone or radio, at 578-1530.

4. Equipment

To support the operation, the Public Works Department has equipment available as noted in Appendix A.

Supplemental Equipment

In an emergency situation where Town equipment is out of service for repair or the situation is beyond the ability of the Town to handle in house, supplemental equipment and operators may be rented/hired from area contractors. A list of potential contractors is indicated in Appendix D. Also, assistance may be secured from neighboring communities, although help in this area is unlikely if the storm event affects neighboring communities as well as Milton. Major winter disasters may require the assistance of the Vermont National Guard, if an emergency declaration is issued by the Governor.

5. Materials

Ice and snow clearing materials are stockpiled near the Highway Garage yard located on Ice House Road for use during the winter season.

- a. The Town procures sand during the fall of each year by getting quotes from suppliers with acceptable sand.
- b. ~~A minimum amount of salt is added to prevent the sand from freezing. Due to Stormwater Management practices, salt is added to sand on an as needed basis.~~
- e. Approximately 400 tons of salt is maintained on-site in the end bay of the Town Garage. The salt bay is fully stocked prior to winter. The Town generally procures road salt from the following company at the Vermont Agency of Transportation bulk-rate pricing:

- 1. Cargill Salt Company
c/o Barrett's Trucking
16 Austin Drive
Burlington, VT 05401
863-13111311 or 1-800-243-7258

An alternative supply of minimal tonnage may be purchased in case the primary company cannot deliver salt in a timely manner during regional shortages. Alternative suppliers:

Commented [RH1]: VERMONT MULTI-SECTOR GENERAL PERMITS FOR STORMWATER DISCHARGES ASSOCIATED WITH INDUSTRIAL ACTIVITY MSGP 3-9003 – Pg 252.1.2.7 Salt Storage Piles or Piles Containing Salt. You must enclose or cover storage piles of salt, or piles containing salt, used for deicing or other commercial or industrial purposes, including maintenance of paved surfaces. You must implement appropriate measures (e.g., good housekeeping, diversions, containment) to minimize exposure resulting from adding to or removing materials from the pile. Piles do not need to be enclosed or covered if stormwater runoff from the piles is not discharged or if discharges from the piles are authorized under another NPDES permit.

Commented [RH2]: We haven't done this for at least 8 years due to MSGP, MS4 & The Towns SWMP

Commented [RH3]: From Town of Milton Stormwater Management Plan - Winter Highway Maintenance- The Town's snow removal procedures are designed to minimize the sand and salt that may ultimately enter receiving waters. Milton does not have a "bare roads" policy. The application of salt is adjusted for specific weather conditions and specific locations in Town. Salt is typically only applied to the town core area and major intersections. The amount of salt used during a storm is adjusted based on weather conditions that are suitable for naturally melting snow and ice. The use of sand is limited to rural roads in the community. The application is typically limited to critical areas such as steep grades, sharp corners, and roadway intersections. The Town does not operate snow storage areas. Salt is stored in an enclosed facility and sand is stored in an open pile behind the highway maintenance facility. In the interim period prior to the construction of the new highway facility the yard catch basin will be appropriately protected from winter sand.

2. American Rock Salt Company, Inc.
Dubois Middlesex Building
Mark Assini
585-243-9510 ext. 1404
3. Morton Salt (Montreal, Canada)
1-800-361-4767

etc. There is a trend in the northeast to rely more on salt and less on sand for a number of environmental and budgetary reasons. Additional salt will work well on paved roads although some storms require a considerable application of sand on all roads (i.e. sleet and/or freezing rain).

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6. Snow Plowing and Sanding/Salting Operations

- a. Public Works has organized the snow clearing equipment into (88) major routes for routine operations. ~~Magnesium Chloride additives are being tested this winter and will be further defined in a future update to the Winter Operations Plan.~~ The plow routes are depicted on a map located in the Control Center and Public Works Administrative Office. Each complete route for a single truck is approximately forty (40) lane miles in length and takes six to seven hours to complete, once a major snow event is over. Dirt roads have been assigned their own routes as they require different ice and snow removal treatments. The routes have been established to meet the following criteria:

Provide the highest priority coverage to the roads with the heaviest usage (the major arterialconnector) and a history of the severest conditions and/or accidents. The highest priority roads for each designated route are the following arterialconnector roads: (See Appendix M for a complete listing of each route).

Route #1 – Tandem Axle Dump Truck

Westford Rd., North Rd., East Rd., Hardscrabble Rd., McMullen Rd., Duffy Rd., Rollin Irish Rd., Marr's Hollow Rd.

Route # 2 – Single Axle Dump Truck

Main St., Railroad St., Mackey St., Hobbs Rd., Middle Rd., Bombardier Rd., Centre Drive.

Route # 3 – Tandem Axle Dump Truck

Lake Rd., Everest Rd, Beebe Hill Rd., Cadreact Rd.

Route # 4 – Single Axle Dump Truck

Manley Rd., Murray Ave., Sanderson Rd., Poor Farm Rd.,
Milton Falls, Overlake Development

Route # 5 – Tandem Axle Dump Truck

West Milton Road, Bear Trap Road, Industrial Park

Route #6 (See Appendix B) – Medium Duty & 1-Ton Dump Truck

Lamoille Terrace, Haydenberry, Ellison, Upper Cherry Street; ~~One-ton truck~~, side streets and hot spots (hills and high hazard intersections)

Route #7

Pick-up trucks, cul-de-sacs, narrow dead end roads

Route #8 – Single and/or Tandem Axle Dump Truck

Dirt Roads (See Appendix B)

In the event of an extreme storm event, equipment failure or operator absence, the Town Highway major ~~arterial~~connector routes will be cleared first with the remaining usable equipment and available operators.

- b. Maximize the cycle capability of each vehicle to prohibit unnecessary reload trips for materials at the Highway garage.
- c. Plow routes are designed for mostly right-hand turns to increase efficiency and avoid leaving windrows in intersections.
- d. Assign an intermediate priority to collector streets with lesser traffic loads and reduced history of accidents. A collector street is one that is being used or will be used to carry a substantial volume of traffic from a minor street(s) to a major street(s) or community facility. This normally includes the principle entrance street to a large subdivision or group of subdivisions, and the principle circulation street(s) within such subdivisions. Examples are Cherry Street, School Street, Herrick Avenue, Haydenberry Drive, Woodcrest Circle, Barnum Street, and Red Clover Way.
- e. Because of their location, adjacent to collector streets, many minor streets (not including dead-end streets and cul-de-sacs) will be

cleared concurrently with collector streets or immediately following the collector streets. Examples are Stewart Lane, Hemlock Road, and Quail Hollow.

- f. Dead-end streets follow in priority, although many may be cleared earlier in the process to meet the objectives of efficient cycling. Examples are the cul-de-sacs in the Milton Falls Court sub-division.
- g. Cleaning cul-de-sacs is extremely time-consuming. Very often these areas will not be cleared until well after all other clearing operations are complete, after the storm event or the next day. Manpower ~~is may not be~~ available to clean cul-de-sacs during the storm event. Depending on the size of the cul-de-sac one lane of travel may only be open at any given time.
- h. The Town will take over the maintenance of roads when they are accepted as Town highways after the warranty period. The Town reserves the right to plow short segments of development highways prior to the acceptance of that segment by the Town, when that segment is in the warranty period, and if this action produces an overall improvement in time management or efficiency of the plow route. (see Section VI for more details)
- i. **During the evening hours of a storm event between 9 p.m. and 1:00 a.m. typically no manpower, or a modified to reduced manpower schedule will be used, unless there is a continuous heavy snowfall or continuous icing.**

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7. Operating Flexibility

It is important to note that the approved plan, and the map located in the Control Center, are subject to change with each storm. Also, the time frame for clearing can vary markedly depending upon conditions and continuing effects of a storm. Other factors affecting the plan are:

- time of plowing
- school bus routes
- commuter traffic
- parked cars
- equipment breakdown
- assisting Fire, Rescue or Police Departments
- type, intensity and duration of the storm

- a. In order to guide the Public Works Department in utilizing the best available techniques in snow and ice clearing operations, a set of guidelines (not requirements) is provided

in Appendix F. Operator judgment and close control of materials are key elements in managing snow/ice clearing operations. Each operator is responsible to make decisions regarding the blend of materials and application rates to keep the roads as safe and passable as possible while concurrently minimizing costs. In order to maximize efficiency each operator shall maintain an application chart in trucks where material management devices are installed.

- b. Operator and citizen safety is an important consideration during all snow/ice clearing operations and suggested safety practices are provided in Appendix G.
- c. Police Department staff **and the General Public** are reminded that Town snow removal operations generally will not start until one (1) hour after the initial call, because of the time factor in getting crews in, equipment checked and materials loaded. **Also, with routes requiring 6 ½ to 7 hours to plow completely, notification has to occur before 2:00 a.m. or it is likely that the major roads will not be open by 7:00 am.**

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8. Applicable Ordinance/Laws

During snow clearing operations, it is important that motor vehicles are not parked in "...such a manner as to create or constitute an impairment to traffic or to interfere with the removal of snow or ice, or the sanding or salting of public streets and highways or to delay or preclude the delivery of emergency services, police, fire and ambulance constitute a hazard contrary to the public health, safety and welfare...". Because of this, the Board of Selectmen adopted a Motor Vehicle and Traffic Regulation Ordinance last updated in February, 2011~~4984~~ (see Section 6, f-k.)

Title 19, Section 1111, Vermont Statutes Annotated Permitted Use of the Right of Way makes it unlawful to "...develop, construct, re-grade or resurface any driveway, entrance or approach or build a fence or building, or deposit material of any kind within, or to in any way, affect the grade of a highway right of way, or obstruct a ditch, culvert or drainage course that drains a highway, or fill or grade the land adjacent to a highway so as to divert the flow of water onto the highway right of way, without a written permit from the Board of Selectmen of a Town, as the case may be".

Also, Title 19, Section 1105, states that "...A person other than a municipality acting with respect to highways under its jurisdiction who places or causes to be placed an obstruction or encroachment in a public highway or trail, so as to hinder or prevent public travel, or to injure or

impede a person traveling on the highway or trail, shall be fined not more than \$1,000.00 plus the actual costs of repairing the damage and a reasonable attorney's fee, to be recovered in a civil action in the name of the town or state. One or more items of logging or other equipment temporarily within the right-of-way of a trail shall not be actionable under this section if located in such a way as not to unreasonably impede passage. If the court finds that an action under this section was brought without substantial basis, the court may award a reasonable attorney's fee against the person bringing the action."

The purpose of these statutes is to protect the public. The practice of plowing snow from driveways across Town roads (perpendicular to the road) without removing the pile by plowing with the road creates a dangerous obstruction. Shoveling snow into the roadway will cause similar problems. Once frozen, the piles can cause vehicles to lose control and can also cause damage to the vehicles.

The Public Works Department will generally warn the responsible residents on the first occurrence. On subsequent violations, Public Works will notify the Police Department for appropriate action against motorists and residents who violate either the towing ordinance or obstruction statute.

Playing and building snow castles along the road edge in snow banks is extremely dangerous during snow removal operations. Public Works will destroy the castles and provide the resident with a notice concerning the action taken, why it was necessary and a warning against future.

9. Snow Removal on State Highways in the Town of Milton

Within the Town of Milton, the State maintained Highways are U.S. Route 2, U.S. Route 7, and Interstate 89.

Snow removal on these roads is the responsibility of the State of Vermont administered by the 5 Highway Garage located in Colchester. Questions or comments on these highways can be directed to the District Transportation Administrator, David Blackmore, at 655-1580 or email to David.Blackmore@state.vt.us.

D. Continuing Operations during Non-Storm Periods

After a storm event or during periods of lessened storm activity, a number of operations need to take place to insure readiness for subsequent winter operations.

1. Equipment needs to be inspected, using preventative maintenance techniques, and repaired if necessary. Special attention must be given to tires, brakes, and snow plows - including wings, shoes, bearings, augers and spinners.
2. Materials, especially salt, must be reordered to ensure an adequate stockpile on-site.
3. Plow routes must be driven to identify problems, especially illegal plowing by driveway contractors, problem mailboxes, and snow castles, etc. It is the responsibility of the route driver to identify these problems and report them to the Public Works Supervisor so that letters can be sent to correct the problem.
4. It is important to wing-back snow on road shoulders following each major snow storm and to clear critical areas to make room for future snow storage, especially at intersections. If the snow bank height becomes excessive, the top of banks will have to be cut down for proper visibility or future snow storage. If the snow is allowed to melt in place and refreeze, the result is a heavily compacted mass, which cannot be moved without considerable effort by snowplows. Therefore, winging-back is an on-going function that needs to be addressed as soon as storm subsides. The amount of stockpiled snow dictates that winging-back is needed.
5. The Town does not haul snow (in general). However, at specific locations, i.e. intersections, cul-de-sacs without storage space, school bus route, problem areas or sites of repeated accidents, the Town may selectively utilize the loader and dump trucks to haul snow from the site. The principle purpose of hauling is safety. The hauled snow shall be dumped at the old landfill site or at some other suitable and acceptable place as determined by the Public Works Supervisor.
6. It is important that roadway drains and catch basins be kept open to allow melting ice and snow to run off. A salt or solid calcium chloride application may be needed to free them of ice and snow.
7. Following a storm, generally within 5 business days, an investigation will be made of all storm related complaints received. The Public Works Supervisor or their designated representatives, Will complete the investigation. Their findings shall be made known to the complainant as soon as practicable. All such complaints will be handled through the Public Works service request tracking system.

E. Post Winter Follow Up

1. Review the winter snow clearing operations as soon as possible in the spring with all in-house personnel and outside groups involved, including but not limited to fire, rescue, police, schools, industry, the public and elected officials, to obtain input for improvement in the coming season.
2. Give all equipment a thorough maintenance check after the last snowstorm of the winter.
 - a. Sandblast and paint all plows, blades and spreader assemblies as appropriate.
 - b. Order new plow blades and other equipment as necessary.
 - c. Oil and grease all moving parts before storing equipment.
3. Schedule summer construction for areas where road defects have resulted in problems during the winter, such as ice patches.
4. Identify new equipment needs for improving operations.
5. Provide the opportunity for employees to attend snow conferences and other events to broaden their understanding of snow clearing operations and to become aware of changes in equipment and technology.

IV. Winter Wastewater and Water Operations

A. Prior to the onset of winter, the Water/Wastewater Division will:

1. Check hydrants and valves to insure their operability
2. Flag all hydrants for winter locations
3. Inventory and order necessary emergency materials
4. Insure that used fire hydrants are drained prior to winter

B. Winter Operations

1. Following storms, the principal responsibility of the Water/Wastewater Division shall be to clear snow and ice from around essential (Schools, Public Buildings, Emergency Services) hydrants and to clear pedestrian access lanes to Water/Wastewater Buildings and pump stations, with help from the ~~Public Works Department~~ Operations Division.
2. The Water/Wastewater Division provides primary backup to the ~~Highway~~ Operations Division in the event of a prolonged winter storm event or lack of personnel due to illness, etc.
3. The Water/Wastewater Division has responsibility for the repair of broken and frozen water mains, within the overall limit of Town responsibility up

to and including the service curb stop. The Town will assist in the thawing of frozen **private service lines** to the extent possible. However, assistance will be **rendered only during normal working hours**. Water & Wastewater Rate Schedule A outlines the process, rates and statement of services.

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4. In the event of a power failure at the Wastewater Treatment Plant, River Street Pump Station, US7 Pump Station, Middle Road and Catamount Pump Stations the auxiliary generator will start automatically. Fuel tank levels will be maintained above half full.
5. In the event of a power failure at the Water Plant (McGrath Reservoir) the auxiliary generator will automatically start, supplying power to the Hydroneumatic system, and the Town base radio. The Telemetry Control System will require manual resetting upon restoration of power. When full, the twin water tanks contain approximately three (3) days' worth of storage. The Maplewood Avenue Booster Pump Station has emergency power. In rare cases water conservation measures may be requested of all users per the Milton Water Ordinance, Section 3-B, 5-2.
6. When fire hydrants are used by the Fire Department during the winter, the Fire Department will notify the Police Department immediately following the fire and identify the used hydrants by number. The Police Department will immediately notify Public Works through the alert notification roster, so the hydrants can be drained before they freeze.

V. Coordination/Communication/Public Information

- A. All communication from the public concerning conditions and problems should be directed during normal working hours (8:00 a.m. to 5:00 p.m.) to the Public Works Administration Office (893-6030) or Public Works Directors Office (893-6030). Emergency requests during non-working hours should be directed to the Police Department (893-2424) for relay to the Public Works Supervisor, Public Works Director, or staff at the Town Garage. The Town Garage phone system (893-1851) is intended for internal use only and not for direct communication between the public and the Division.
- B. During winter storm events, the Town Garage maybe unmanned when the Highway Division personnel are out on the roads, or when the personnel rest requirements dictate that plow drivers go home to sleep and/or eat. During these low/no manning periods, there may be no one available at the Town Garage to answer the telephone. However, Town officials may still have the need to communicate with the Public Works Department regarding road conditions, snow clearing progress or other issues.

Town officials must use the existing Town staff chain of command in the event they need to communicate with the Public Works staff during a storm. This means contacting the Public Works Director via phone, radio or cell phone. If the Public Works Director is not available by telephone or radio, the Public Works Supervisor should be contacted directly, ~~at (578-1530)~~. Their contact information can be found in Appendix K.

- C. Complaints or requests for service, when received, must be input into the service request database with the required information noted.

The complaints will be reviewed and investigated by the Public Works Department with corrective action taken as deemed appropriate.

- D. Because of the volume of complaints specific to objects in the Town right-of-way and damage to property, the following Town policy has been established:

1. Title 19, Section 1111 prohibits encroachment of the Town right-of-way (ROW) without prior approval by the Selectboard. 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 damaged are, but not limited to fences placed within the Town ROW, flower pots/beds, recycling & refuse containers, landscaping, trees, lawns, basketball hoops, etc.
2. To ensure mail delivery to all rural residents, the Town has provided a blanket authorization for mailboxes/posts to be located in the Towns ROW. The Town has information available to the public, upon request, with regard to Federal guidelines that control the specific location of the mailboxes/posts and may require the homeowner to move the box/post to a more suitable location. (See Appendix J)
3. Occasionally mailboxes are damaged by snow plowing operations due to poor visibility, the mailbox being buried in a snow bank or the weight/volume of the snow being plowed. The damage is not deliberate and in most cases unavoidable. While mailboxes have a blanket authorization to be located within the right of way, the responsibility to maintain, repair or replace mailboxes lies with the property owner. The Town will not repair or replace mailboxes/posts damaged by private contractors and homeowners during driveway clearing operations. If a mailbox that is properly installed and is in good repair is physically struck by the Town's plow truck, the Town will provide a generic USPS Post Office approved box at no cost to the property owner.

Commented [RH5]: Highway Staff would like to eliminate. Sovereign Immunity?

4. The Town will restore or replace objects located on private property outside the ROW that have been damaged other than as a result of its snow or ice clearing operations.
5. Recovery of damages will be pursued by the Town if Town equipment is damaged due to objects placed in the Town ROW.

Commented [RH6]: It's impossible to know what is buried under a snow bank or what might fly off from the road surface. We should be covered by sovereign immunity.

E. When conditions are especially severe, the Public Works Supervisor, working in concert with the Public Works Director, may issue a special snow emergency statement advising the local media, radio station, industries and schools that conditions may adversely affect their operations. One or all of the following parties will be notified when this occurs:

| <u>Contact</u> | | <u>Phone #</u> |
|--------------------------------|-----------------------------|-----------------|
| Milton Fire Department | Police Dispatcher | 264-5555 |
| Milton Rescue | Police Dispatcher | 264-5555 |
| Milton Town School System | | 893-5400 |
| Milton School Bus Garage | | 893-1334 |
| Newspapers: Milton Independent | | 893-2028 |
| Burlington Free Press | | 863-3441 |
| St. Albans Messenger | | 524-9771 |
| Radio Stations: | WJOY/WOKO (fax #862-0786) | 658-1230 |
| | WEZF (fax #655-0478) | 655-0093 |
| | WVMT/WXXX (fax #655-1329) | 655-1620 |
| | WIZN (fax #860-1818) | 860-2440 |
| Television Stations: | WCAX | 652-6300 |
| | WPTZ | 655-5588 |
| | <u>WFFF (Fax #660-8673)</u> | <u>660-9333</u> |
| | <u>WVNY</u> | <u>660-9333</u> |

F. Public Access Sand Pile

The Town will make available a small quantity of winter sand, in a location accessible to Milton property owners/residents. This will normally be placed near the south boundary of the Town Garage property, on the right of Ice House Road. The location may change to meet operational needs, but will remain in a location accessible to the property owners/residents of Milton. In the event that the overall sand supply runs low, the Town may stop providing this material at the Public Works Director's discretion.

This sand is intended exclusively for individual use by private property owners/residents. Private property owners/residents are allowed to take sand from the pile, however they shall limit the amount they take up to one (1) five gallon bucket per storm event. Use by and/or for commercial properties, snow plowing

businesses, or property managers is forbidden. These use restrictions will ensure availability to the most residents' possible.

Property owners/residents shall not be allowed direct access to the winter sand storage area behind the Town Garage at any time.

G. It is important that, as part of the communication/public information program, the following issues be communicated each year to the residents, ~~prior to December 1st or at or near~~ the beginning of the winter storm season:

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1. Snow should not be blown/plowed or shoveled into the Town highways.
2. The nightly parking ban needs to be respected and cooperation is needed during other times of the day when storms are occurring and parked cars need to be moved.
3. Castles, forts, tunnels and other similar structures cannot be allowed in roadside snow banks. Refuse & recycling containers should be left in driveway aprons or a space cleared for them out of harm's way. Appendix J is sample letters to residents regarding objects in the Town's ROW.
4. Mailboxes/posts need to be properly installed and lids closed when not in use. Appendix J contains instructions for placement of mailboxes.
5. Snowplows must be respected, given their width, weight and speed. Drivers often will attempt to crowd snowplows or homeowners will attempt to protect their shoveled drive by placing objects and/or standing at the entrance. Both practices invite disaster because of the lack of maneuverability of these vehicles, the generally icy conditions and often the inability to see under blowing snow conditions.
6. ~~Only items authorized by a Highway Access Permit or easement are authorized to remain in the Town ROW. Unauthorized~~ Objects in the Town ROW need to be moved or relocated during the winter. Town Staff may relocate or dispose of these items at the owners expense Basketball backboards can be turned away from the street. This will prevent the hoops from damaging plow trucks or causing accidents.

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VI. Plowing Non-accepted Public Highways

The Town of Milton Publics Works Department, Highway Division will consider the winter maintenance of a Developer's non-accepted public infrastructure during the warranty period under the following conditions:

A. The Town has the manpower, equipment, and material resources available to

complete the work.

- B. The proposed segment(s) to be plowed shall have either a completed loop or a temporary or permanent hammerhead located at the end of the segment(s) to be maintained.
- C. The segment(s) shall be paved and any storm water and sewer structure set so that it will not damage plowing equipment. The Developer may pave the surface course of pavement to facilitate winter maintenance with the understanding that at final inspection any pavement defects will have to be fixed to meet the Town Public Works Specifications.
- D. Segment(s) to be maintained must be a minimum of one thousand (1000) feet long or a completed highway segment is a loop. The development shall have two separate accesses onto a current public highway where designed.
- E. The Developer understands and agrees to the condition that the Town of Milton is not liable for any damage caused to said infrastructure caused by Winter maintenance and the Developer will have to correct any damage at his/her expense prior to acceptance of the infrastructure by the Town of Milton. The Developer shall maintain liability insurance to protect the Town during the period of the warranty.
- E. The Developer shall contract for the plowing service by the Town of Milton. The fee will be paid in advance of the winter plowing season based on an estimate of labor and materials used. Cost to include rate of vehicle plus operator from cost developed by the Town. The Developer shall pay the Town for all estimated material used to maintain highway or highway segment(s). Sand shall be charged at the Town Winter Sand bid price and the application rate shall be three hundred (300) lbs. per lane mile. Salt shall be charged at the Town Winter Salt bid price and the application rate shall be one hundred (100) lbs. per lane mile.
- F. The Town of Milton Public Works Department shall not maintain any development highway segment that has not been paved, is under construction, or deemed not plowable by the Public Works Supervisor.
- G. The Town may determine to plow a segment of warranted but not accepted highway if the segment to be plowed improves the time management or efficiency of the plow route. The Developer shall be required to pay the Town for this plow service.

VII. Sidewalk Winter Maintenance Program

The Town of Milton maintains access to sidewalks contiguous to the Town Core that meet design requirements as established in the Public Works Specifications, adopted October 6, 1997 and as amended. The following are general guidelines for the program.

- A. The sidewalk plow route is attached as Appendix E. Sidewalks contiguous to the Town Core sidewalks shall be plowed (subject to the following paragraphs). Sidewalks in the public ROW constructed as part of a new subdivision may be plowed when the Town has accepted a warranty deed for the ROW and if the new sidewalk is contiguous to the Town Core Sidewalk Plow Route.
- B. Sidewalks added to the plow route shall be contiguous with the Town Core and a majority of the lot owners or association members in the subdivision shall provide a written petition to the Public Works Director for inclusion in the sidewalk plow route. Extensions of the sidewalk plow route for new or existing sidewalks will be considered provided that sufficient manpower, equipment, and material resources are available to complete the work.
- C. The Town of Milton is not responsible for winter maintenance of sidewalks that are not contiguous with the Town Core sidewalks.
- D. The Town may decide to assist a subdivision in clearing a school bus stop within the public ROW based on a written petition to the Public Works Director requesting the service.
- E. Shared use paths that meet the design requirements as established in the Public Works Specifications, adopted October 6, 1997 as amended shall be plowed if contiguous with the Town Core sidewalks and appropriately petitioned for inclusion in the sidewalk plow route. Shared use paths shall be plowed at least to the same width and standard of a sidewalk.

The winter maintenance of sidewalks is a secondary priority to maintaining safe and passable roads. The call out time for winter sidewalk maintenance shall be as deemed appropriate by the Public Works Supervisor. Sidewalks shall be plowed in a timely manner as determined by severity of the storm. Sidewalk maintenance may be temporarily deferred to concentrate on making roads passable based on the discretion of the Public Works Supervisor. As a general rule sidewalk plowing will begin after route plowing has concluded to avoid the practice of repeat plowing of the sidewalks. Unless in a highly unusual event, salt and sand are not used on sidewalks due to the damage they cause to concrete and the spring cleanup efforts required to protect the environment. As with plow routes, residents are urged not to place their refuse and recycling containers, or any other objects in the sidewalk path.

APPENDIX A

AVAILABLE PERSONNEL AND EQUIPMENT

VEHICLE AND ROUTE ASSIGNMENTS
(DT= dump truck with plow, wing, and spreader)

| <u>Route</u> | <u>Vehicle</u> | <u>Completion Time</u> (6 to 8 inch storm) |
|--------------|--------------------------|---|
| # 1 | Tandem Axle DT | 6.5 hrs. |
| # 2 | Single Axle DT | 6 to 7 hrs. |
| # 3 | Tandem Axle DT | 6.5 hrs. |
| # 4 | Single Axle DT | 6.5 hrs. |
| # 5 | Tandem Axle DT | 6 to 7 hrs. |
| #6 | 2012 Low Pro | |
| #7 | ¾ & 1 Ton Pick Up Trucks | |
| #8 | Tandem & Single Axle DT | |

OTHER STORM ASSIGNMENTS

| <u>Route</u> | <u>Vehicle/</u> | <u>Completion Time</u> |
|--|-------------------|------------------------|
| Cul-de-sacs | ¾ & 1 ton P-Up | 8 hrs. |
| Hills, curves, dead-end Roads, and assist with Cul-de-sac route. | one-ton dump trk- | 7 hrs. |
| Sidewalks | | 8 hrs. |
| Equipment Maintenance | | 3 hrs per storm |
| Yard Maintenance (plow yard, mix and screen sand) | | 3 hrs per storm |

STORM SUPERVISION AND FOLLOW-UP (Public Works Supervisor)

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Monitor weather, call in crew and report to duty in time provide advice to buses and school on road conditions. Handle all incoming calls, radio dispatches, and continue to monitor weather conditions. Resolve issues related to plowing as they are reported to Public Works. Advise crew as to when to do final scraping and salting. Assist with cul-de-sacs as able and do final check of road conditions before sending crew home. Apply salt to hot spots when doing final check of road conditions. Assure that all storm data has been properly recorded. Provide final update to the Milton Police Department.

APPENDIX B

CUL-DE-SACS, BUS TURNAROUNDS, DEAD END ROADS, HOT SPOTS

CUL-DE-SACS

Hidden Meadows
Adams Park
Quarry Lane
Hunting Ridge
Winter Lane
Kingsbury Road
Moss End
Emile Drive
Beaver Brook Road
Maplewood Avenue
Riverside Drive
Rebecca Lander Drive
Village Meadow
Timothy Court
Lamoille Terrace
Kim Lane
Lena Court
Edgewater Terrace
Long Pond Drive
Jonzetta Court
Howard Drive
Smith Road
Sawyer Avenue
Streeter Brook
Delma Drive
Sonya Road
Quail Hollow
Thrush Drive
Milton Falls Court
Waterwheel Way
Sheldon Road
Poor Farm Road, (end)
Jackson Lane
Valley View Drive
Raspberry Court
Lacasse Drive
Pine Harbor Road
Country Lane
Chrisemily Lane

Kendra Drive

BUS TURNAROUNDS

Everest Road
Kim Lane
Allen Brook Drive
Racine Road
Rowley Road
Hibbard Road
Manley Road
Ritchie Avenue
Cobble Hill Road
Cooper Road
Bus Turn Around
Westford Road
Irish Road
East Road
Hardscrabble Road
Reynolds Road
Hunting Ridge

DEAD END ROADS

Turner Ave
Woods Court
Moss End
Erling Drive
Sawmill Road
Marque Road
Dixon Road
Bezio Road
Henry Road
End of Everest Road
Costello Road
Howard Street
Kilburn Rd
Clapper Road
Morgan Road

HILLS

Westford Road

Hardscrabble Road
East Road Trestle
Cooper Road
Hunting Ridge
Milton Falls
West Milton Road
Bear Trap Road
Lamoille Terrace
Ellison Street
Edwards Street
Allen Drive

INTERSECTIONS

Main Street & US7
Main St & Railroad
Duffy Hill & Mars Hollow
Poor Farm & Lake
Lake Rd & US7
Main & North Road
Railroad & Middle
Bombardier & Hobbs

DIRT ROADS

Hibbard Road
Dixon Road
Beebe Hill Road
Henry Road
Cadreact Road
Bezio Road
John Rowley Road
Bullock Road
Kingsbury Crossing (end)
Reynolds Road
Hardscrabble Road (end)
Kienle Road (end)
Marcoux Road
Eagle Mountain Harbor Rd
I-89 Emergency Gate Access

APPENDIX C

TOWN OF MILTON RADIO CALL LIST

| <u>Radio Number</u> | <u>Staff Member</u> |
|---------------------|-------------------------|
| 54 | Dustin Keelty |
| 55 | Will Sanderson |
| 57 | Jamie Cameron |
| 58 | John Devlin |
| 59 | Chris Lamphere |
| 60 | |
| 61 | |
| 62 | Josh Bergeron |
| 63 | |
| 64 | |
| 65 | |
| 66 | |
| 67 | Keith Spaulding |
| 68 | Bruce Trombly |
| 69 | |
| 70 | Larry Blow |
| 71 | |
| 72 | Mark Bissonnette |
| 73 | Danny Sweeney |
| 74 | Howard Beaupre |
| 75 | Nick Barella |
| 76 | Donna Barlow Casey |
| 77 | Roger Hunt |
| 78 | Nate Lavallee |
| 79 | Ian Sasso |
| 80 | Jim Bushey |
| 81 | Bart Sherman |

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Town of Milton
Winter Operations Plan
Appendix M - Complete Plow Route Listing
APPENDIX D

CONTRACTORS WHO MAY ASSIST THE TOWN IN
SNOW CLEARING OPERATIONS

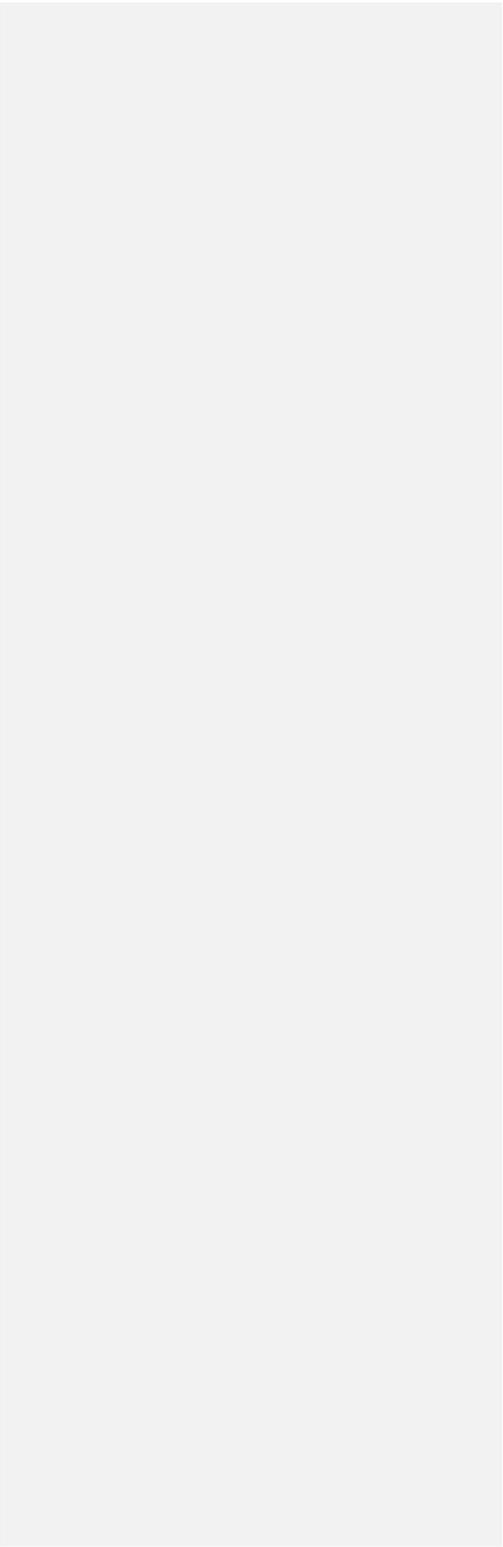
UNDER SUBCONTRACTED SERVICES

Commented [RFH7]: Update List

| <u>NAME</u> | <u>TYPE OF SERVICE</u> | <u>TELEPHONE #</u> |
|---|---|------------------------------|
| Karl Mossey Fairfax, VT | Light Plowing | <u>893-1801</u> |
| Ron Bevins Excavating Brian Bevins (Contact) 141 River St. | Light Plowing & Snow Hauling Milton, VT 05468 | Brian Bevins 802/355-4953 |
| Reggie Smith Mark Curtis Hartwood Landscaping 118 Marris Hollow Road Milton, VT 05468 | Hauling Light Plowing | <u>893-2388</u> 879-4425 |
| Hayes Excavation & Landscaping (John) 288 Hardscrabble Road Milton, VT 05468 | Light Plowing | 893-1867 |

Town of Milton
Winter Operations Plan
Appendix M - Complete Plow Route Listing
APPENDIX E

MAP OF SIDEWALK PLOW ROUTE



Town of Milton
Winter Operations Plan
Appendix M - Complete Plow Route Listing
APPENDIX F

GUIDELINES AND OPERATING INSTRUCTION
FOR ICE AND SNOW CLEARING TECHNIQUES

A. Techniques

1. Common sense and careful adherence to material application rates are key components of an effective snow removal operation. Also, timing is critical in applying salt, and sand. Deicing should begin as soon as the snow starts to accumulate to keep snow and ice from bonding to the pavement.
2. When a significant amount of snow begins to accumulate, generally plow, and stop the application of deicer. As a rule apply salt before significant accumulation and wait until the last plow cycle to reapply and the wait to scrape.
3. Once the snow has stopped and plowing is finished, return to areas where drifting has occurred. Clear out the excess snow before it has time to harden. It is easier to push the drifts away from the road or cut down drifts when the snow is still fresh.
4. Remove snow (if necessary) from intersections, sharp corners and bends to improve visibility.
5. Remove the windrows on the sides of bridges to prevent drifting. If windrows are allowed to remain, available roadway will be reduced and snow will later melt and form ice.
6. Give salt time to work. Generally salt early to create brine at the snow/road interface and salt late for extended clearing.
7. Increase salt application during the night and on sunless days and when the temperature drops sharply. Without the sun, you lose the effect of pavement radiation and warmth.
8. Wing-back snow banks at the first available opportunity following a storm.

Town of Milton
Winter Operations Plan
Appendix M - Complete Plow Route Listing
APPENDIX G

WINTER SAFETY GUIDELINES

I. Personal Safety

The potential for personal injury increases significantly during winter operations due to the effects of cold temperatures, inclement weather, long periods of continuous operation, working in traffic areas during storm conditions and the tendency to "rush" to handle emergencies. Each employee needs to take personal responsibility for his/her own safety by exercising common sense and good judgment. To help prevent cold weather injuries, the following guidelines are provided:

A. Wear Proper Clothing

1. Dress in loose-fitting layers for the most adverse conditions expected. Loose clothing allows the blood to circulate freely which helps prevent frostbite. Layers can and should be removed while in a heated cab; however, all appropriate clothing, i.e., wet or cold weather outer-garments needs to be carried in the vehicle each time the vehicle leaves the garage. The gear has to be available in the case of an accident, vehicle breakdown or assistance to other drivers.
2. Protect your feet by wearing warm, dry boots; keep dry socks and wet weather boots readily available for use. When outside vehicles, no insulated boot will keep your feet warm if you remain inactive or motionless for long periods.
3. Keep an extra pair of dry gloves in the vehicle.
4. When outside the cab, wear a cold weather hat that protects the ears from frostbite. Heat loss from the body is more rapid when a hat is not worn.

B. Prevent Dehydration

1. The first evidence of dehydration is signaled by a dark yellow colored urine. Other indicators are slow motion, no appetite, stomach sickness, drowsiness, tingling in the arms and difficulty in walking.

Carry fluids in the vehicle -- water, tea, coffee, soup. **Any employee using alcohol on the job or driving under the influence of illegal drugs or alcohol will be subject to immediate suspension or termination.**

C. Recognize Symptoms of Common Injuries/Life Threatening Conditions

1. Exposure to cold and wind chill factors
 - a. Wind, in combination with cold temperatures, creates an equivalent lower temperature. A 0°F actual temperature with a 15-mph wind is equivalent to a -24°F temperature.
 - b. Initial symptoms of exposure to cold include shivering, numbness, low body temperature, drowsiness and marked muscular weakness.

Town of Milton
Winter Operations Plan
Appendix M - Complete Plow Route Listing

- c. Treatment involves getting to a warm area as quickly as possible, re-warming by adding clothing, wrapping in a blanket, drinking of hot liquids.

2. Frostbite

- a. Frostbite results when crystals form in the fluids and underlying soft tissues of the skin. The effects are more severe if the injured area is thawed and then refrozen. Frostbite is the most common injury resulting from exposure to cold elements. Usually, the frozen area is small. The nose, cheeks, ears, fingers and toes are most commonly affected. Just before frostbite occurs, the affected skin may be slightly flushed.
- b. Symptoms include: skin becomes white, gray or waxy yellow; skin tingles, becomes numb; pain may occur, let up - pain will be intense during thawing; blisters may form; the area of frostbite swells and feels hard.
- c. Treatment includes:
 - Protect the frozen area from further injury.
 - Gradually warm the frostbitten area as soon as possible.
 - Seek medical assistance immediately in the case of severe frostbite.

3. Snow blindness

- a. Snow blindness occurs when the ultra-violet rays of the sun are reflected from a snow covered surface.
- b. Symptoms include: gritty feeling in your eyes; pain over the eyes; red, watery eyes.
- c. Prevention: use sunglasses on bright sunny days.
- d. Treatment: wet compresses applied to the eyes, blindfolding the eyes, rest and recovery.

4. Carbon monoxide poisoning

- a. Carbon monoxide is a deadly gas and is particularly dangerous because it is odorless and colorless.
- b. Symptoms include: headaches, dizziness, yawning, a sick stomach and ringing ears in cases of mild poisoning. Severe cases will cause the heart to throb or flutter.
- c. Treatment involves getting ventilation or outside air. Unconscious victims should be given mouth to mouth resuscitation and medical assistance obtained immediately.

Town of Milton
Winter Operations Plan
Appendix M - Complete Plow Route Listing

II. Equipment Safety

- A. Perform all pre-operation checks of vehicles to insure that critical vehicle systems are operational before leaving the garage.
- B. Check each vehicle for working safety/emergency equipment onboard to include:
 - flashlight
 - fire extinguisher
 - first aid kit
 - safety flares
 - warning signs with reflectors
 - operational communications equipment
 - shovel, hammer, pliers, screwdrivers
 - safety vests
- C. Do not exceed appropriate speeds for the equipment or operation.

III. Operational Safety

- A. The Public Works Supervisor is responsible for routinely checking fatigue levels and switching/relieving drivers as necessary. In general, operators should not exceed shift lengths of sixteen (16) hours, except in extreme emergencies. The Public Works Supervisor also needs to pre-qualify drivers to ensure they have the capability and skill to operate assigned equipment.
- B. The mechanic will routinely check vehicles to verify operator preventive maintenance and to check on the operational capability of the equipment.
- C. Operators need to be especially cognizant of the following situations:
 - 1. Changes along the route, such as relocated mailboxes, new curb cuts, deep ditches, etc.
 - 2. Pedestrians in the roadway or in a position where thrown snow can knock an individual down.
 - 3. Children playing in snow banks; snow forts.
 - 4. Inability to see immediately behind vehicles, especially when backing up.
 - 5. Crowding the centerline.
 - 6. Excessive speed.
- D. Safety briefings will be held as part of the Snow Day session and periodically during the winter on at least a monthly basis.

Town of Milton
Winter Operations Plan
Appendix M - Complete Plow Route Listing
APPENDIX H

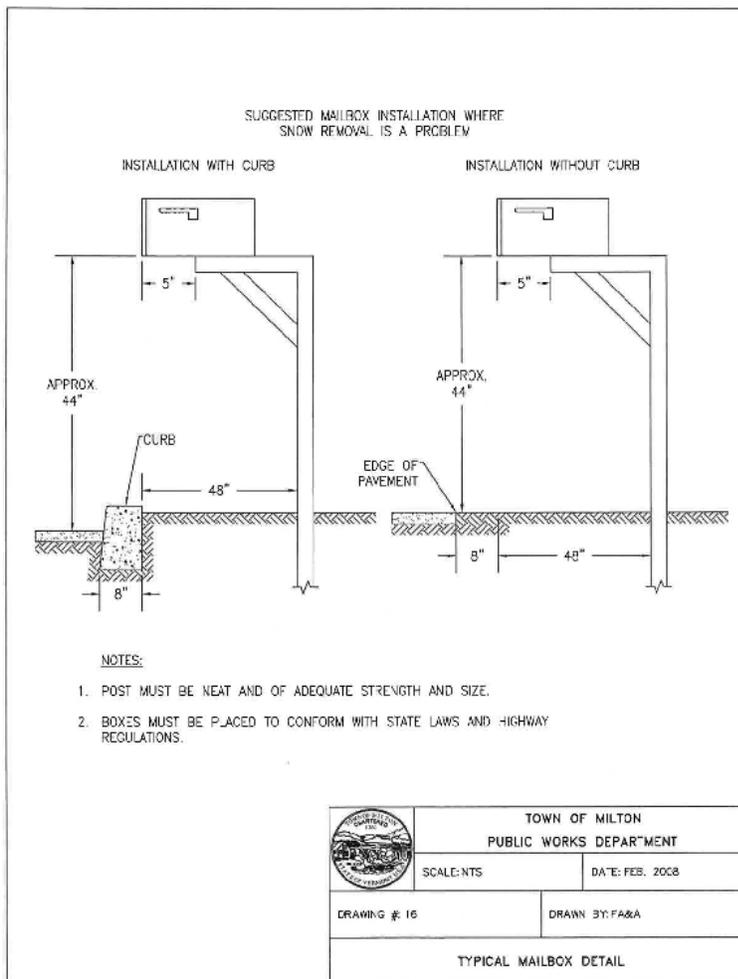
ADJACENT TOWNS
CALL LIST

Commented [RFH8]: Update

| <u>TOWN</u> | <u>CONTACT PERSON</u> | <u>WORK TEL #</u> |
|-------------------|--|--|
| Colchester | Bryan Osborn | 264-5625 |
| Essex Town | Dennis Lutz | 878-1344 |
| Essex Junction | Rick Jones | 878-6944 (Office) 878-6942 (Garage) |
| Jericho | <u>Doug Siple</u> | 899-4936 (Office) 899-3180 (Garage) |
| South Burlington | Justin Rabidoux | 658-7961 |
| Underhill | Rodney Fuller Nate Sullivan- | 899-9959 |
| Westford | Brent Meacham | 318-2794 879-4306 (Garage) |
| Winooski | Steve Woodworth | 655-1957 |
| VTrans District 5 | David Blackmore | 655-1580 |
| Georgia | Wesley Combs | 881-1384 |

Town of Milton
 Winter Operations Plan
 Appendix M - Complete Plow Route Listing
 APPENDIX I
 INSTRUCTIONS FOR INSTALLATION OF MAILBOX & POST

<https://www.usps.com/manage/know-mailbox-guidelines.htm>





Town of Milton
Winter Operations Plan
Appendix M - Complete Plow Route Listing
TOWN OF MILTON, VERMONT 05468

Department of Public Works:
Admin, Buildings and Grounds, Highway Operations, Water and Wastewater
Appendix K
Letters to Residents

Formatted: Centered

Date

Address

Subject: PLOWING INTO A ROADWAY

As a matter of Public Safety, plowing snow into and across Town highways is prohibited by state law (Title 19, Section 1105).

The plowing of snow across any public roadway can create unsafe travel conditions which may result in an accident or damage to a motor vehicle. Shoveling snow or blowing snow into the road is also capable of creating an unsafe condition. Even small amounts of snow, freezing in the roadway, can cause loss of control or damage to a vehicle.

The Public Works Department asks all Milton residents to please refrain from putting snow into the roadway or piling snow on the edge of the road which may protrude into the road.

This notice is being sent as a courtesy to you. We have noticed this situation at your property and wish to avoid a situation wherein we would need to invoke State Statutes.

Thank you, in advance, for your cooperation. If you have questions or feel that your situation may warrant pushing snow across a town road, please contact us at the Public Works Office by calling 893-6030.



Town of Milton
Winter Operations Plan
Appendix M - Complete Plow Route Listing
TOWN OF MILTON, VERMONT 05468

Department of Public Works:
Admin, Buildings and Grounds, Highway Operations, Water and Wastewater

Date

Address

Subject: PARKING NOTICE

Please be advised that during "Winter Plowing Season" which extends from December 1st to April 1st each year, there is a parking ban in effect from midnight to 8 A.M. each day.

All roadways, including cul-de-sacs and other turn-around areas, must be clear of vehicles during the dates and hours referenced above.

All Town roads will be free of parked vehicles during the posted time or they may be towed at the owner's expense.

Please be aware that the Town of Milton has no desire to tow your or any other vehicle. The large trucks used to plow roadways cannot safely maneuver with vehicles parked on roadsides and in turn-arounds.

This notice is being sent as a courtesy as we have noticed your vehicle parked on Town roadways or we have noticed vehicles in front of your property. We hope to avoid towing any and all vehicles.

We thank you in advance for your cooperation. If you have any questions regarding this notice please call the Public Works Office at 893-6030.



Town of Milton
Winter Operations Plan
Appendix M - Complete Plow Route Listing
TOWN OF MILTON, VERMONT 05468

Department of Public Works:
Admin, Buildings and Grounds, Highway Operations, Water and Wastewater

Date

Address

Subject: OBSTRUCTION/OBJECT IN THE RIGHT-OF-WAY

This letter is being written to advise you of certain policies and laws with regard to objects being placed into the Town's the right of way and/or roadway.

Title 19, Section 1105 and 1111 of the Vermont State Statutes allows cities and towns to protect the public using right-of-ways and/or roadways. The Town of Milton adopted a Motor Vehicle and Traffic Regulation Ordinance. This Ordinance and the Winter Operations Plan provides another tool by which the Town is able to protect those who use public highways and can efficiently perform their work in a safe manner to the public as well as themselves.

The placement of an object(s) within the right of way prohibits the orderly and effective removal of snow on roadways. The act of placing an object such as, but not limited to, a vehicle(s), landscaping, basketball hoop(s) or playing and/or building of snow castles along the edge of the road is also extremely dangerous to people and the Town plow equipment.

This notice is being sent as a courtesy to you. We have noticed this situation at your property and wish to avoid a situation wherein we would need to invoke State Statutes.

We thank you in advance for your cooperation. If you have any questions regarding this notice please call the Public Works Office at 893-6030.

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Appendix L
Frequently Asked Questions

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Town of Milton
Winter Operations Plan
Appendix M - Complete Plow Route Listing

Winter Operations General Information & FAQ's

Reporting Hazardous Road Conditions – Outside of normal working hours please call Police Dispatch at **893-2424**. During normal business hours hazardous road conditions can be reported to the Public Works Office by calling 893-6030, or the Town Managers Office at 893-6655.

Winter Parking Ban - Starting December 1st the overnight winter parking ban will be in effect for all Town streets between the hours of 12:00-8:00 am. This ban is strictly enforced. Vehicles violating the ban may be ticketed or towed if interfering with snow removal operations.

Safe Roads at Safe Speeds - It is important to note that the Town does not have a bare roads policy, much like the rest of the State. We follow the practice of “Safe Roads at Safe Speeds”. Salt used for road de-icing is less effective at temperatures below 18°F and when it's dark out. We may add magnesium chloride or other deicing agents to our salt to increase its effectiveness in colder temperatures. During extended cold snaps, it is not uncommon to see snow packed roads for several days.

What can be in the Town Right of Way? – The only items that should be in the Right of Way are driveways and mailboxes. Castles, forts, tunnels and other similar structures cannot be allowed in roadside snow banks. Basketball hoops, landscape fencing and features, and other obstructions need to be moved out of the right of way. Rubbish & Recycling containers should be left in driveway aprons or a space shoveled out for them. These items pose a significant hazard to the safety of our residents as well as our Plow Drivers.

When will my street get plowed? The first priority is our arterial major connector & Class 2 Highways roads such as which are: Westford Road, Everest Road, Sanderson Road, Bear Trap Road, West Milton Road, Middle Road, North Road, East Road, Middle Road, Manley Road, Main Street and Lake Road. Snow and ice removal efforts during major storm events will be concentrated on these highways. Second in priority are minor collector streets such as Barnum Street, Herrick Avenue, Poor Farm Road, Woodcrest Circle & Hobbs Road. Following the priorities are developments, dead end and dirt roads and finally cul-de-sacs. Our plow routes are set up for the greatest efficiency and usually take 6 to 7 hours to complete two removal trips depending on the severity of the storm.

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When will the sidewalks be cleared? They are usually cleared after the street has been plowed to avoid repeat trips. The Town does not plow all sidewalks, only those that are contiguous to the town core will be plowed. Depending on the severity of a storm, it usually takes about 8 hours to plow the sidewalk route.

Our mailbox was damaged by a snowplow; will the Town repair or replace it? Occasionally mailboxes are damaged by snow plowing operations due to poor visibility, the mailbox being buried in a snow bank or the weight/volume of the snow being plowed. The damage is not deliberate and in most cases unavoidable. While mailboxes have a blanket authorization to be located within the right of way, the responsibility to maintain, repair or replace mailboxes lies with the property owner. If a mailbox that is properly installed and is in good repair is **physically struck** by the Town's plow truck, we will provide a generic USPS Post Office approved box at no cost to the property owner.

Does the Town add Salt to the Winter Sand Pile? This practice was eliminated several years ago in compliance with clean water rules and regulations. These regulations require sand piles that are mixed with salt be covered. Since Milton's sand pile is not covered, it is not mixed with salt. We will mix salt and sand on an as needed basis.

Can I get sand from the Town for my driveway? A small pile is maintained at the Highway Garage at 15 Ice House Road (next to the dam) for residential use. Residents are limited to one 5-gallon pail per storm event. Use by and/or for commercial properties, snow plowing businesses, or property managers is forbidden.

Town of Milton
Winter Operations Plan
Appendix M - Complete Plow Route Listing

| Plow Route # | Street Name | Road Class | Traffic Type | Surface Type |
|--------------|--------------------|------------|---------------------|-------------------|
| 1 | East Road | 2 | 1-Major Connector | Asphalt/Chip Seal |
| 1 | North Road | 2 | 1-Major Connector | Asphalt |
| 1 | Westford Road | 2 | 1-Major Connector | Asphalt |
| 1 | Adams Pk. | 3 | 3 - Local Street | Asphalt |
| 1 | Cooper Road | 3 | 3 - Local Street | Asphalt |
| 1 | Duffy Road | 3 | 3 - Local Street | Asphalt |
| 1 | Hardscrabble Road | 3 | 3 - Local Street | Mixed |
| 1 | Hidden Meadow Rd | 3 | 3 - Local Street | Asphalt |
| 1 | Kingsbury Crossing | 3 | 3 - Local Street | Mixed |
| 1 | Marrs Hollow Road | 3 | 3 - Local Street | Asphalt |
| 1 | Quarry Lane | 3 | 3 - Local Street | Asphalt |
| 1 | Rollin Irish Road | 3 | 3 - Local Street | Asphalt |
| 2 | Main Street | 2 | 1-Major Connector | Asphalt |
| 2 | Middle Road | 2 | 1-Major Connector | Asphalt |
| 2 | Railroad Street | 2 | 1-Major Connector | Asphalt |
| 2 | Barnum Street | 3 | 2 - Minor Connector | Asphalt |
| 2 | Bombardier Road | 3 | 2 - Minor Connector | Asphalt |
| 2 | Centre Drive | 3 | 2 - Minor Connector | Asphalt |
| 2 | Griswold Drive | 3 | 2 - Minor Connector | Asphalt |
| 2 | Hobbs Road | 3 | 2 - Minor Connector | Asphalt |
| 2 | McMullen Road | 3 | 2 - Minor Connector | Asphalt |
| 2 | Woodcrest Circle | 3 | 2 - Minor Connector | Asphalt |
| 2 | Beaverbrook Road | 3 | 3 - Local Street | Asphalt |
| 2 | Birch Lane | 3 | 3 - Local Street | Asphalt |
| 2 | Bradley Street | 3 | 3 - Local Street | Asphalt |
| 2 | Cherry Street | 3 | 3 - Local Street | Asphalt |
| 2 | Cobble Hill Road | 3 | 3 - Local Street | Asphalt |
| 2 | Doris Drive | 3 | 3 - Local Street | Asphalt |
| 2 | Ducks Court | 3 | 3 - Local Street | Asphalt |
| 2 | Emile Drive | 3 | 3 - Local Street | Asphalt |
| 2 | Hemlock Road | 3 | 3 - Local Street | Asphalt |
| 2 | Herrick Avenue | 3 | 3 - Local Street | Asphalt |
| 2 | Hillary Lane | 3 | 3 - Local Street | Asphalt |
| 2 | Ice House Road | 3 | 3 - Local Street | Asphalt |
| 2 | Kingswood Drive | 3 | 3 - Local Street | Asphalt |
| 2 | Lela Mae Place | 3 | 3 - Local Street | Asphalt |
| 2 | Park Place | 3 | 3 - Local Street | Asphalt |
| 2 | Pinewood Lane | 3 | 3 - Local Street | Asphalt |

Town of Milton
 Winter Operations Plan
 Appendix M - Complete Plow Route Listing

| Plow Route # | Street Name | Road Class | Traffic Type | Surface Type |
|--------------|---------------------|------------|---------------------|--------------|
| 2 | Roberts Court | 3 | 3 - Local Street | Asphalt |
| 2 | Russell Circle | 3 | 3 - Local Street | Asphalt |
| 2 | School Street | 3 | 3 - Local Street | Asphalt |
| 2 | Tennis Court | 3 | 3 - Local Street | Asphalt |
| 2 | Vernon Court | 3 | 3 - Local Street | Asphalt |
| 2 | Villemaire Lane | 3 | 3 - Local Street | Asphalt |
| 2 | Whisper Lane | 3 | 3 - Local Street | Asphalt |
| 2 | Winter Lane | 3 | 3 - Local Street | Asphalt |
| 3 | Everest Road | 2 | 1-Major Connector | Asphalt |
| 3 | Lake Road | 2 | 1-Major Connector | Asphalt |
| 3 | Mears Road | 3 | 2 - Minor Connector | Asphalt |
| 3 | Stonebridge Road | 3 | 2 - Minor Connector | Asphalt |
| 3 | Cary Drive | 3 | 3 - Local Street | Asphalt |
| 3 | Long Pond Drive | 3 | 3 - Local Street | Asphalt |
| 4 | Manley Road | 3 | 2 - Minor Connector | Asphalt |
| 4 | Murray Avenue | 3 | 2 - Minor Connector | Asphalt |
| 4 | Poor Farm Road | 3 | 2 - Minor Connector | Asphalt |
| 4 | Sanderson Road | 3 | 2 - Minor Connector | Asphalt |
| 4 | Catamount Drive | 3 | 2 - Minor Connector | Asphalt |
| 4 | Gonyeau Road | 3 | 2 - Minor Connector | Asphalt |
| 4 | Industrial Drive | 3 | 2 - Minor Connector | Asphalt |
| 4 | Cardinal Drive | 3 | 3 - Local Street | Asphalt |
| 4 | Circle Road | 3 | 3 - Local Street | Asphalt |
| 4 | Deer Run | 3 | 3 - Local Street | Asphalt |
| 4 | Delma Drive | 3 | 3 - Local Street | Asphalt |
| 4 | Highland Avenue | 3 | 3 - Local Street | Asphalt |
| 4 | Milton Falls Court | 3 | 3 - Local Street | Asphalt |
| 4 | Oglewood Drive | 3 | 3 - Local Street | Asphalt |
| 4 | Overlake Drive | 3 | 3 - Local Street | Asphalt |
| 4 | Quail Hollow Drive | 3 | 3 - Local Street | Asphalt |
| 4 | Red Clover Way | 3 | 3 - Local Street | Asphalt |
| 4 | Sawyer Avenue | 3 | 3 - Local Street | Asphalt |
| 4 | Shannon Way | 3 | 3 - Local Street | Asphalt |
| 4 | Sheldon Road | 3 | 3 - Local Street | Asphalt |
| 4 | Smith Road | 3 | 3 - Local Street | Asphalt |
| 4 | Streeter Brook Road | 3 | 3 - Local Street | Asphalt |
| 4 | Thrush Drive | 3 | 3 - Local Street | Asphalt |
| 4 | Waterwheel Way | 3 | 3 - Local Street | Asphalt |

Town of Milton
 Winter Operations Plan
 Appendix M - Complete Plow Route Listing

| Plow Route # | Street Name | Road Class | Traffic Type | Surface Type |
|--------------|----------------------|------------|---------------------|--------------|
| 5 | West Milton Road | 2 | 1-Major Connector | Asphalt |
| 5 | Bear Trap Road | 2 | 1-Major Connector | Asphalt |
| 5 | Allen Drive | 3 | 3 - Local Street | Asphalt |
| 5 | Andrea Lane | 3 | 3 - Local Street | Asphalt |
| 5 | Butternut Circle | 3 | 3 - Local Street | Asphalt |
| 5 | Clapper Road | 3 | 3 - Local Street | Asphalt |
| 5 | Cub Road | 3 | 3 - Local Street | Asphalt |
| 5 | Forbes Road | 3 | 3 - Local Street | Asphalt |
| 5 | Gravelle Road | 3 | 3 - Local Street | Asphalt |
| 5 | Jackson Lane | 3 | 3 - Local Street | Asphalt |
| 5 | Lacasse Drive | 3 | 3 - Local Street | Asphalt |
| 5 | Ledge Drive | 3 | 3 - Local Street | Asphalt |
| 5 | Legion Road | 3 | 3 - Local Street | Asphalt |
| 5 | Pettybrook Road | 3 | 3 - Local Street | Asphalt |
| 5 | Pine Harbor Road | 3 | 3 - Local Street | Asphalt |
| 5 | Precast Road | 3 | 3 - Local Street | Asphalt |
| 5 | Punch Bowl Lane | 3 | 3 - Local Street | Asphalt |
| 5 | Racine Road | 3 | 3 - Local Street | Asphalt |
| 5 | Sidesaddle Drive | 3 | 3 - Local Street | Asphalt |
| 5 | Stewart Lane | 3 | 3 - Local Street | Asphalt |
| 5 | Sweeny Farm Road | 3 | 3 - Local Street | Asphalt |
| 5 | Valley View Drive | 3 | 3 - Local Street | Asphalt |
| 5 | Watkins Road | 3 | 3 - Local Street | Asphalt |
| 6 | Brandy Lane | 3 | 2 - Minor Connector | Asphalt |
| 6 | Lamoille Terrace | 3 | 2 - Minor Connector | Asphalt |
| 6 | Rebecca Lander Drive | 3 | 2 - Minor Connector | Asphalt |
| 6 | Arrowhead Avenue | 3 | 3 - Local Street | Asphalt |
| 6 | Baker Lane | 3 | 3 - Local Street | Asphalt |
| 6 | Bartlett Road | 3 | 3 - Local Street | Asphalt |
| 6 | Checkerberry Square | 3 | 3 - Local Street | Asphalt |
| 6 | Chrisemily Lane | 3 | 3 - Local Street | Asphalt |
| 6 | Clifford Drive | 3 | 3 - Local Street | Asphalt |
| 6 | Country Lane | 3 | 3 - Local Street | Asphalt |
| 6 | Dustin Drive | 3 | 3 - Local Street | Asphalt |
| 6 | Edgewater Terrace | 3 | 3 - Local Street | Asphalt |
| 6 | Edward Street | 3 | 3 - Local Street | Asphalt |
| 6 | Ellison Street | 3 | 3 - Local Street | Asphalt |
| 6 | Elmer Place | 3 | 3 - Local Street | Asphalt |

Town of Milton
 Winter Operations Plan
 Appendix M - Complete Plow Route Listing

| Plow Route # | Street Name | Road Class | Traffic Type | Surface Type |
|--------------|--------------------|------------|------------------|--------------|
| 6 | Erling Drive | 3 | 3 - Local Street | Asphalt |
| 6 | Field Ridge Drive | 3 | 3 - Local Street | Asphalt |
| 6 | Fox Run Lane | 3 | 3 - Local Street | Asphalt |
| 6 | Haydenberry Drive | 3 | 3 - Local Street | Asphalt |
| 6 | Horseshoe Circle | 3 | 3 - Local Street | Asphalt |
| 6 | Howard Drive | 3 | 3 - Local Street | Asphalt |
| 6 | Hunting Ridge Lane | 3 | 3 - Local Street | Asphalt |
| 6 | Ira Place | 3 | 3 - Local Street | Asphalt |
| 6 | James Drive | 3 | 3 - Local Street | Asphalt |
| 6 | Johnsons Court | 3 | 3 - Local Street | Asphalt |
| 6 | June Way | 3 | 3 - Local Street | Asphalt |
| 6 | Kienle Road | 3 | 3 - Local Street | Asphalt |
| 6 | Kilburn Road | 3 | 3 - Local Street | Asphalt |
| 6 | Kim Lane | 3 | 3 - Local Street | Asphalt |
| 6 | Landfill Road | 3 | 3 - Local Street | Asphalt |
| 6 | Lena Court | 3 | 3 - Local Street | Asphalt |
| 6 | Mackey Street | 3 | 3 - Local Street | Asphalt |
| 6 | Maplewood Avenue | 3 | 3 - Local Street | Asphalt |
| 6 | Moss End Drive | 3 | 3 - Local Street | Asphalt |
| 6 | Nancy Drive | 3 | 3 - Local Street | Asphalt |
| 6 | Pep Place | 3 | 3 - Local Street | Asphalt |
| 6 | Raspberry Court | 3 | 3 - Local Street | Asphalt |
| 6 | Ritchie Avenue | 3 | 3 - Local Street | Asphalt |
| 6 | Riverside Drive | 3 | 3 - Local Street | Asphalt |
| 6 | Rugg Avenue | 3 | 3 - Local Street | Asphalt |
| 6 | Sally Way | 3 | 3 - Local Street | Asphalt |
| 6 | Sammanicki Circle | 3 | 3 - Local Street | Asphalt |
| 6 | Sawmill Road | 3 | 3 - Local Street | Asphalt |
| 6 | Shirley Avenue | 3 | 3 - Local Street | Asphalt |
| 6 | Slim Brown Road | 3 | 3 - Local Street | Asphalt |
| 6 | Stacy Street | 3 | 3 - Local Street | Asphalt |
| 6 | Steeplechase Lane | 3 | 3 - Local Street | Asphalt |
| 6 | Strawberry Lane | 3 | 3 - Local Street | Asphalt |
| 6 | Sunset Avenue | 3 | 3 - Local Street | Asphalt |
| 6 | Turner Avenue | 3 | 3 - Local Street | Asphalt |
| 6 | Village Drive | 3 | 3 - Local Street | Asphalt |
| 6 | Woods Court | 3 | 3 - Local Street | Asphalt |

Town of Milton
 Winter Operations Plan
 Appendix M - Complete Plow Route Listing

| Plow Route # | Street Name | Road Class | Traffic Type | Surface Type |
|--------------|----------------------------|------------|------------------|--------------|
| 8 | Beebe Hill Road | 3 | 3 - Local Street | Gravel |
| 8 | Bezio Road | 3 | 3 - Local Street | Gravel |
| 8 | Bullock Road | 3 | 3 - Local Street | Gravel |
| 8 | Cadreact Road | 3 | 3 - Local Street | Gravel |
| 8 | Costello Road | 3 | 3 - Local Street | Gravel |
| 8 | Dixon Road | 3 | 3 - Local Street | Gravel |
| 8 | Eagle Mountain Harbor Road | 3 | 3 - Local Street | Gravel |
| 8 | Galvin Hill Road | 3 | 3 - Local Street | Gravel |
| 8 | Henry Road | 3 | 3 - Local Street | Gravel |
| 8 | Hibbard Road | 3 | 3 - Local Street | Gravel |
| 8 | John Rowley Road | 3 | 3 - Local Street | Gravel |
| 8 | Lamphere Road | 3 | 3 - Local Street | Gravel |
| 8 | Littlefield Road | 3 | 3 - Local Street | Gravel |
| 8 | Reynolds Road | 3 | 3 - Local Street | Gravel |
| 8 | Wright Farm Road | 3 | 3 - Local Street | Gravel |

12/17/15
07:41 am

TOWN OF MILTON Accounts Payable
Warrant/Invoice Report # 12

Page 1 of 9
clang

By due date and vendor name for check acct 1(GENERAL FUND) and due dates 12/22/15 thru 12/22/15

| Vendor | PO Number | Invoice Number | Invoice Description | Account Number | Account Description | PO Amount | Invoice Amount | Check |
|--|-----------|----------------|---------------------------|------------------|---------------------------|-----------|----------------|-------|
| 35960 ABAIR, SAM | | 121515 | cook camp cancel 12/28 | 10-50-000-347.00 | RECREATION FEES | 0.00 | 35.00 | |
| 17536 ADVANCE AUTO PARTS | | | | | | | | |
| | 00003535 | 619531776386 | oil filters PM | 10-30-430-430.10 | VEHICLE MAINTENANCE | 39.77 | 39.77 | |
| | 00003535 | 619532830408 | rpl lts kubota tractor | 10-30-430-430.10 | VEHICLE MAINTENANCE | 16.78 | 16.78 | |
| | 00003535 | 761953413104 | wax d/t | 10-30-430-430.10 | VEHICLE MAINTENANCE | 9.59 | 9.59 | |
| | | | | | | ----- | ----- | |
| | | | | | | 66.14 | 66.14 | |
| 20183 ALEM, LARA | | 121515 | cook camp 12/28 cancel | 10-50-000-347.00 | RECREATION FEES | 0.00 | 35.00 | |
| 26267 ALEXANDER M. MICHELE | | | | | | | | |
| | 00005709 | 121415 | COOKIE WRKSHP REC | 10-50-452-831.00 | REVENUE PROGRAMS | 450.00 | 150.00 | |
| 12732 AMERICAN LIBRARY ASSOCIATION | | | | | | | | |
| | 00051671 | 120115 | annual mbrshp library '16 | 10-50-451-810.00 | DUES AND FEES | 137.00 | 137.00 | |
| | 00051669 | 2060589 | mbrshp renewal '16 | 10-50-451-810.00 | DUES AND FEES | 176.00 | 176.00 | |
| | | | | | | ----- | ----- | |
| | | | | | | 313.00 | 313.00 | |
| 13100 AMERICAN PLANNING ASSOCIATION CORP | | | | | | | | |
| | 00006611 | 321987-15120 | mbrshps APA & subs '16 | 10-60-461-640.00 | BOOKS & PERIODICALS | 48.00 | 48.00 | |
| | 00006611 | 321987-15120 | mbrshps APA & subs '16 | 10-60-461-810.00 | DUES & FEES | 275.00 | 275.00 | |
| | | | | | | ----- | ----- | |
| | | | | | | 323.00 | 323.00 | |
| 21526 AMERIGAS - SOUTH BURLINGTON | | 3046960679 | propane mcgrath | 50-10-410-621.00 | NATURAL GAS | 0.00 | 476.16 | |
| 13562 ARROWHEAD SENIOR CITIZENS CENTER | | | | | | | | |
| | 00008593 | 121415 | fy'16 town alloc | 10-40-441-830.17 | ARROWHEAD SR. CITIZENS | 7,000.00 | 7,000.00 | |
| 28653 BARLOW-CASEY, DONNA | | | | | | | | |
| | | 122015 | water SB budget hearing | 10-10-401-612.00 | OTHER SUPPLIES | 0.00 | 4.32 | |
| 16285 BARTOL, CURT PHD | | | | | | | | |
| | 00200050 | 111715 | eval psych PD | 10-20-420-330.00 | OTHER PROFESSIONAL | 25.00 | 25.00 | |
| | 00200050 | 111815 | eval & prt psych PD | 10-20-420-330.00 | OTHER PROFESSIONAL | 25.00 | 25.00 | |
| | | | | | | ----- | ----- | |
| | | | | | | 50.00 | 50.00 | |
| 16749 BEAUREGARD EQUIPMENT INC | | | | | | | | |
| | 00003605 | IV27817 | pipe hydraulic case ldr | 10-30-430-430.10 | VEHICLE MAINTENANCE | 111.18 | 111.18 | |
| 19000 BOND AUTO PARTS, INC. | | | | | | | | |
| | 00200052 | 171IV032654 | 2 bx of 72 hwy flares | 10-20-420-612.00 | GENERAL SUPPLIES | 419.05 | 419.05 | |
| | 00011905 | 17IV029968 | speedy dry hazmat spill | 10-20-422-430.10 | VEHICLE/EQUIP.MAINTENANCE | 156.65 | 156.65 | |

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By due date and vendor name for check acct 1(GENERAL FUND) and due dates 12/22/15 thru 12/22/15

| Vendor | PO Number | Invoice Number | Invoice Description | Account Number | Account Description | PO Amount | Invoice Amount | Check |
|---------------------------------------|-----------|----------------|---------------------------|------------------|---------------------------|-----------|----------------|-------|
| | 00003561 | 17IV031710 | '09 P/U sander part | 10-30-430-430.10 | VEHICLE MAINTENANCE | 31.56 | 31.56 | |
| | 00011905 | 17IV031894 | rpr 601 ambulance htr | 10-20-422-430.10 | VEHICLE/EQUIP.MAINTENANCE | 25.79 | 25.79 | |
| | 00001639 | 17IV032814 | antifrz wtrplnt generator | 50-10-410-612.00 | GENERAL SUPPLIES | 8.49 | 8.49 | |
| | | | | | | ----- | ----- | |
| | | | | | | 641.54 | 641.54 | |
| 19190 BOUND TREE MEDICAL | | | | | | | | |
| | 00011953 | 81987269 | supplies ambulance | 10-20-422-612.00 | GENERAL SUPPLIES | 211.06 | 211.06 | |
| 19906 BRUNELLE, PATRICIA | | | | | | | | |
| | | 121515 | reimburse cook camp 12/28 | 10-50-000-347.00 | RECREATION FEES | 0.00 | 35.00 | |
| 20500 BUILDING HOME CENTER INC | | | | | | | | |
| | 00003518 | 451120 | brushes for grader | 10-30-430-612.00 | GENERAL SUPPLIES | 8.97 | 8.97 | |
| 20728 BURAN ROBERT | | | | | | | | |
| | | 12/14/15 | reimburse ovrpd w w/w | 50-00-000-121.00 | RENTS RECEIVABLE - Water | 0.00 | 130.98 | |
| | | 12/14/15 | reimburse ovrpd w w/w | 50-00-000-122.00 | PENALTIES RECEIVABLE - Wa | 0.00 | 16.69 | |
| | | 12/14/15 | reimburse ovrpd w w/w | 55-00-000-121.00 | RENTS RECEIVABLE - Sewer | 0.00 | 156.14 | |
| | | 12/14/15 | reimburse ovrpd w w/w | 55-00-000-122.00 | PENALTIES RECEIVABLE - Se | 0.00 | 15.94 | |
| | | | | | | ----- | ----- | |
| | | | | | | 0.00 | 319.75 | |
| 27806 BUSINESS CREDIT CARD SERVICES | | | | | | | | |
| | | 100915CR | cr PO 20054 subs electrnc | 10-30-429-640.00 | BOOKS AND PERIODICALS | 0.00 | -20.00 | |
| | 00051665 | 5630100 | subscrpt renewal 12 issue | 10-50-451-820.00 | PROFESSIONAL DEVELOPMENT | 103.99 | 103.99 | |
| | 00008582 | 63105327 | 11/2-12/2 5 GoToMtg | 10-10-401-612.00 | OTHER SUPPLIES | 30.74 | 30.74 | |
| | 00008591 | 64750594 | 5 GoToMtg 12/3-1/2/16 | 10-10-401-612.00 | OTHER SUPPLIES | 30.74 | 30.74 | |
| | 00051675 | VMW1193 | cd cleaning supplies libr | 10-50-451-611.00 | OFFICE SUPPLIES | 164.99 | 164.99 | |
| | | | | | | ----- | ----- | |
| | | | | | | 330.46 | 310.46 | |
| 54050 CASELLA WASTE SYSTEMS INC | | | | | | | | |
| | | 2479661 | Nov. rubbish & recycling | 10-30-432-421.00 | DISPOSAL & REFUSE | 0.00 | 500.98 | |
| | | 2479661 | Nov. rubbish & recycling | 50-10-410-421.00 | DISPOSAL & REFUSE | 0.00 | 32.00 | |
| | | 2479661 | Nov. rubbish & recycling | 55-20-420-421.00 | DISPOSAL & REFUSE | 0.00 | 502.83 | |
| | | | | | | ----- | ----- | |
| | | | | | | 0.00 | 1,035.81 | |
| 24571 CHAMPLAIN MEDICAL ASSOC, PLLC | | | | | | | | |
| | 00010991 | 4045A | annual physicals | 10-20-421-330.00 | OTHER PROFESSIONAL | 4,000.00 | 4,000.00 | |
| | 00010997 | 4045B | req'd physicals NFPA mmb | 10-20-421-330.00 | OTHER PROFESSIONAL | 1,195.00 | 1,195.00 | |
| | | | | | | ----- | ----- | |
| | | | | | | 5,195.00 | 5,195.00 | |
| 25930 CHITTENDEN COUNTY REGIONAL | | | | | | | | |
| | 00020061 | 3 | rr crossing scope stdy | 38-30-430-450.27 | Milton Sidewalk Scoping | 1,495.41 | 1,495.41 | |
| 26250 CHITTENDEN SOLID WASTE DISTRICT | | | | | | | | |
| | | IVC022265 | biosolids oct '15 26.12tn | 55-20-420-340.00 | TECHNICAL SERVICES | 0.00 | 2,222.66 | |

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By due date and vendor name for check acct 1(GENERAL FUND) and due dates 12/22/15 thru 12/22/15

| Vendor | PO Number | Invoice Number | Invoice Description | Account Number | Account Description | PO Amount | Invoice Amount | Check |
|--|-----------|----------------|----------------------------------|------------------|---------------------------|-----------|----------------|-------|
| 26422 CHOICE COBRA, LLC | | RC037056 | admin 36 or grtr | 10-10-416-210.00 | HEALTH INSURANCE - CHOICE | 0.00 | 38.25 | |
| 27785 CONWAY OFFICE SOLUTIONS | | 00051672 | 11/15-12/14 contract +ovr | 10-50-451-550.00 | PRINTING AND BINDING | 46.84 | 46.84 | |
| 40495 COULOMBE, JARECO | | 120715 | 3 mo. oct-dec gym | 10-20-420-825.00 | Gym Membership | 0.00 | 120.00 | |
| 31934 DEPARTMENT OF PUBLIC SAFETY | | 00008594 | 69072 fingerprints | 10-10-416-330.00 | OTHER PROFESSIONAL | 15.00 | 15.00 | |
| 85375 F.W. WEBB COMPANY | | 00009255 | 48703403 shutoff valve prsr wshr | 10-30-432-430.00 | REPAIR & MAINT-FACILITIES | 7.48 | 7.48 | |
| 36266 FARONICS TECHNOLOGIES USA INC. | | 00051679 | 75694 deep freeze maint renewal | 10-50-451-310.00 | OFFICIAL/ADMINISTRATIVE | 121.00 | 121.00 | |
| 34350 GALE/CENGAGE LEARNING | | 00051676 | 56807251 lg print bks | 10-50-451-640.35 | BOOKS-LARGE PRINT | 148.79 | 148.79 | |
| 34300 GALL'S INC | | 00200047 | 004520228 leg restraints & hoods | 10-20-420-612.00 | GENERAL SUPPLIES | 154.72 | 129.67 | |
| 34687 GEOTECH ENVIRONMENTAL EQUIPMENT | | 00001702 | 475424 prtble gas dctr pump stn | 55-20-420-442.00 | RENTAL OF EQUIP & VEHICLE | 55.00 | 55.00 | |
| 36907 GORDON BERNARD COMPANY, LLC | | 00011956 | 0099644 annual calandar Rescue | 10-20-422-850.00 | DONATION EXPENSE | 1,134.60 | 1,134.60 | |
| 36721 GRASSO, MATTHEW | | 121515 | 2 cook camp cancel 12/28 | 10-50-000-347.00 | RECREATION FEES | 0.00 | 70.00 | |
| 37584 GREEN MOUNTAIN LIBRARY CONSORTIUM | | 00051677 | G16-1552 listen up vt renewal | 10-50-451-640.55 | Electronic Resources | 1,599.82 | 1,599.82 | |
| 37626 GREEN MOUNTAIN YOUTH ENRICHMENT IN | | 00005704 | 2456996 Yng Rembrandts Rec (9) | 10-50-452-831.00 | REVENUE PROGRAMS | 1,458.00 | 378.00 | |
| 60407 HAUN WELDING SUPPLY INC | | 00011959 | 3896937 oxygen use w/ credit clr | 10-20-422-612.00 | GENERAL SUPPLIES | 39.79 | 39.79 | |
| | | 00011959 | 3961493 oxygen syl rescue | 10-20-422-612.00 | GENERAL SUPPLIES | 47.74 | 47.74 | |
| | | 00011959 | 3994919 oxygn rescue | 10-20-422-612.00 | GENERAL SUPPLIES | 45.41 | 45.41 | |
| | | 00011959 | 4012884 oxmd rescue | 10-20-422-612.00 | GENERAL SUPPLIES | 44.85 | 44.85 | |
| | | 00011959 | 4038931 oxyg | 10-20-422-612.00 | GENERAL SUPPLIES | 52.96 | 52.96 | |
| | | 00001665 | 4069837 CO2 freeze kit | 50-10-410-612.00 | GENERAL SUPPLIES | 19.38 | 19.38 | |
| | | | | | | ----- | ----- | |
| | | | | | | 250.13 | 250.13 | |
| 40700 INGRAM LIBRARY SERVICES | | 00051663 | 60944199 bks childrens | 10-50-451-640.25 | BOOKS-CHILDRENS | 10.37 | 10.37 | |

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|--------------------------------------|-----------|----------------|---------------------------|------------------|---------------------------|-----------|----------------|-------|
| | 00051655 | 60944200 | adlt Nov bk | 10-50-451-640.10 | BOOKS-ADULTS | 19.00 | 19.00 | |
| | 00051667 | 60945788 | adult bks | 10-50-451-640.10 | BOOKS-ADULTS | 11.67 | 11.67 | |
| | 00051656 | 60946038 | audiobks | 10-50-451-640.15 | AUDIOS | 342.46 | 342.46 | |
| | 00051667 | 60947131 | adult bks | 10-50-451-640.10 | BOOKS-ADULTS | 448.79 | 448.79 | |
| | 00051667 | 66654624 | adult bks | 10-50-451-640.10 | BOOKS-ADULTS | 40.23 | 40.23 | |
| | 00051663 | 66654630 | juvenile bks | 10-50-451-640.30 | BOOKS-JUVENILE | 89.26 | 89.26 | |
| | | | | | | 961.78 | 961.78 | |
| 41074 INTERSTATE AUTO SERVICE, INC | | | | | | | | |
| | 73594 | | tire chang '13 ford tauru | 10-20-420-430.10 | VEHICLE MAINTENANCE | 0.00 | 64.00 | |
| | 73686 | | maint '13 ford taurus | 10-20-420-430.10 | VEHICLE MAINTENANCE | 0.00 | 37.03 | |
| | 73828 | | maint '14 taurus | 10-20-420-430.10 | VEHICLE MAINTENANCE | 0.00 | 39.00 | |
| | 73843 | | '13 ford taurus | 10-20-420-430.10 | VEHICLE MAINTENANCE | 0.00 | 40.18 | |
| | | | | | | 0.00 | 180.21 | |
| 42550 J & B INTERNATIONAL TRUCKS INC | | | | | | | | |
| | 00003596 | T350546 | voltage regulator '06 d/t | 10-30-430-430.10 | VEHICLE MAINTENANCE | 16.38 | 16.38 | |
| | 00003596 | T350996 | '06 trk rplc u-joint | 10-30-430-430.10 | VEHICLE MAINTENANCE | 52.97 | 52.97 | |
| | | T351122 | p.o.3596 ret'd voltage re | 10-30-430-430.10 | VEHICLE MAINTENANCE | 0.00 | -16.38 | |
| | | | | | | 69.35 | 52.97 | |
| 49931 JOHNSON HARDWARE & RENTAL | | | | | | | | |
| | 00003541 | D103463 | Shepard boot allow | 10-30-432-290.00 | OTHER EMPLOYEE BENEFITS | 100.00 | 100.00 | |
| | 00003541 | J86407 | Keelty boot allow | 10-30-430-290.00 | OTHER EMPLOYEE BENEFIT | 60.00 | 60.00 | |
| | 00003541 | J86407 | Keelty boot allow | 10-30-432-290.00 | OTHER EMPLOYEE BENEFITS | 60.00 | 60.00 | |
| | | KW67287 | ret boots keelty p.o.3541 | 10-30-430-290.00 | OTHER EMPLOYEE BENEFIT | 0.00 | -60.00 | |
| | | KW67287 | ret boots keelty p.o.3541 | 10-30-432-290.00 | OTHER EMPLOYEE BENEFITS | 0.00 | -60.00 | |
| | | | | | | 220.00 | 100.00 | |
| 42321 JWB COMPANY | | | | | | | | |
| | 00001668 | 5680 | emergency dialer pmp stn | 55-20-420-430.00 | REPAIR & MAINT.-FACILITY | 2,350.00 | 2,350.00 | |
| 36960 KAMCO SUPPLY CORP OF BOSTON | | | | | | | | |
| | 00008586 | SI001247 | 15 extr bldg access keys | 10-10-416-611.00 | OFFICE SUPPLIES | 30.00 | 30.00 | |
| 45862 LANDWORKS | | | | | | | | |
| | 00020060 | R102179 | md4 , cip, rt 7 riversidw | 25-00-000-330.00 | OTHER PROFESSIONAL SERVIC | 28,538.40 | 28,538.40 | |
| 46556 LENNYS SHOES | | | | | | | | |
| | 00001637 | 2017055 | Bushey boot benefit | 50-10-410-290.00 | OTHER EMPLOYEE BENEFITS | 85.50 | 85.50 | |
| | 00001637 | 2017055 | Bushey boot benefit | 55-20-420-290.00 | OTHER EMPLOYEE BENEFITS | 85.50 | 85.50 | |
| | 00001637 | 3041726 | sherman boots | 50-10-410-290.00 | OTHER EMPLOYEE BENEFITS | 89.55 | 89.55 | |
| | 00001637 | 3041726 | sherman boots | 55-20-420-290.00 | OTHER EMPLOYEE BENEFITS | 89.55 | 89.55 | |
| | 00001637 | 3043180 | Sanderson boot benefit | 50-10-410-290.00 | OTHER EMPLOYEE BENEFITS | 92.50 | 92.50 | |
| | 00001637 | 3043180 | Sanderson boot benefit | 55-20-420-290.00 | OTHER EMPLOYEE BENEFITS | 92.50 | 92.50 | |

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|--|-------------|----------------|---------------------------|------------------|---------------------------|-----------|----------------|-------|
| | | | | | | 535.10 | 535.10 | |
| 32462 LEVY VIVIANE | 00051670 | 120515 | 12/5 Choc wrkshp Libr | 10-50-451-330.10 | PROFESSIONAL PROGRAMS | 94.00 | 94.00 | |
| 47823 MAILFINANCE INC. | N5667080 | | pstg mach 1/8-4/17/16 | 10-10-416-610.10 | POSTAGE MACHINE RENTAL | 0.00 | 422.82 | |
| 48058 MAYVILLE, PHYLLIS MARY | 00010999 | 120215 | 16 shirts flags & MFD | 10-20-421-650.00 | UNIFORMS | 80.00 | 80.00 | |
| | 00002990 | 120715 | sew insignas uniforms PD | 10-20-420-650.00 | UNIFORMS | 15.00 | 15.00 | |
| | | | | | | 95.00 | 95.00 | |
| 32590 MIKE ALBERT LEASING INC | INV00625254 | | jan lease '12 car | 10-10-416-430.10 | VEHICLE/EQUIP MAINTENANCE | 0.00 | 165.00 | |
| 48467 MILTON ACE HARDWARE LLC | 00003519 | 13493/4 | batteries ovhd dr opnrs | 10-30-430-612.00 | GENERAL SUPPLIES | 21.98 | 21.98 | |
| | 00003519 | 13511/4 | glue sidewalk plow | 10-30-430-612.00 | GENERAL SUPPLIES | 3.99 | 3.99 | |
| | 00001638 | 13515/4 | sawzall blades w w/w | 50-10-410-612.00 | GENERAL SUPPLIES | 44.43 | 44.42 | |
| | 00001638 | 13515/4 | sawzall blades w w/w | 55-20-420-612.00 | GENERAL SUPPLIES | 10.74 | 2.72 | |
| | 00003519 | 13518/4 | lcks trailors old station | 10-30-430-612.00 | GENERAL SUPPLIES | 35.96 | 35.96 | |
| | 00009297 | 13520/4 | chain lock prk picnic tbl | 10-30-432-430.00 | REPAIR & MAINT-FACILITIES | 101.40 | 101.40 | |
| | | 13533/4 | p.o. 3519 ret 3 of 4 lock | 10-30-430-612.00 | GENERAL SUPPLIES | 0.00 | -26.97 | |
| | 00003519 | 13548/4 | oring dt hydraulic coupln | 10-30-430-612.00 | GENERAL SUPPLIES | 3.20 | 3.20 | |
| | 00003519 | 13605/4 | adhisive for mirror giant | 10-30-430-612.00 | GENERAL SUPPLIES | 3.49 | 3.49 | |
| | 00003519 | 13611/4 | acetone goop off rims d/t | 10-30-430-612.00 | GENERAL SUPPLIES | 23.47 | 23.47 | |
| | 00003519 | 13622/4 | cable ties trucks | 10-30-430-612.00 | GENERAL SUPPLIES | 22.98 | 22.98 | |
| | 00009297 | 13630/4 | tie dwns trk for office | 10-30-432-430.00 | REPAIR & MAINT-FACILITIES | 22.99 | 22.99 | |
| | | | | | | 294.63 | 259.63 | |
| 69870 MILTON BUILDING SUPPLY | 00009292 | 90752 | misc cleaning office walk | 10-30-432-430.00 | REPAIR & MAINT-FACILITIES | 12.82 | 12.82 | |
| 53400 MILTON INDEPENDENT INC | 00006607 | 44050 | drb 12/10 legal posting | 10-60-461-540.00 | ADVERTISING | 60.80 | 60.80 | |
| 53950 MILTON RENTAL & SALES CENTER INC | 00003511 | 1-518774 | parts last sign park | 10-30-430-612.00 | GENERAL SUPPLIES | 18.76 | 18.76 | |
| | 00003511 | 1-519361 | grade stakes mrkg plow rt | 10-30-430-612.00 | GENERAL SUPPLIES | 35.98 | 35.98 | |
| | 00003511 | 1-519421 | wshrs '06 d/t plow frm | 10-30-430-612.00 | GENERAL SUPPLIES | 10.20 | 10.20 | |
| | | | | | | 64.94 | 64.94 | |
| 53407 MILTON VETERINARY HOSPITAL INC | 00200051 | 329701 | dog perscriptns | 10-20-420-890.00 | Canine Unit | 203.02 | 203.02 | |

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| 54180 MINNESOTA LIFE INSURANCE CO | | | | | | | | |
| | | 120115 | dec life w/ adj | 10-10-410-210.30 | GROUP LIFE INS & AD&D | 0.00 | 52.88 | |
| | | 120115 | dec life w/ adj | 10-10-412-210.30 | GROUP LIFE INS & AD&D | 0.00 | 40.38 | |
| | | 120115 | dec life w/ adj | 10-10-413-210.30 | GROUP LIFE INS & AD&D | 0.00 | 10.00 | |
| | | 120115 | dec life w/ adj | 10-20-420-210.30 | GROUP LIFE INS & AD&D | 0.00 | 225.65 | |
| | | 120115 | dec life w/ adj | 10-20-421-210.30 | GROUP LIFE INS & AD&D | 0.00 | 9.82 | |
| | | 120115 | dec life w/ adj | 10-20-422-210.30 | GROUP LIFE INS & AD&D | 0.00 | 9.81 | |
| | | 120115 | dec life w/ adj | 10-30-429-210.30 | GROUP LIFE INS & AD&D | 0.00 | 36.01 | |
| | | 120115 | dec life w/ adj | 10-30-430-210.30 | GROUP LIFE INS & AD&D | 0.00 | 75.61 | |
| | | 120115 | dec life w/ adj | 10-30-432-210.30 | GROUP LIFE INS & AD&D | 0.00 | 28.04 | |
| | | 120115 | dec life w/ adj | 10-40-441-210.30 | Group Life & AD&D | 0.00 | 1.41 | |
| | | 120115 | dec life w/ adj | 10-50-451-210.30 | GROUP LIFE INS & AD&D | 0.00 | 28.38 | |
| | | 120115 | dec life w/ adj | 10-60-461-210.30 | GROUP LIFE INS & AD&D | 0.00 | 62.85 | |
| | | 120115 | dec life w/ adj | 50-10-410-210.30 | GROUP LIFE INS & AD&D | 0.00 | 31.32 | |
| | | 120115 | dec life w/ adj | 55-20-420-210.30 | GROUP LIFE INS & AD&D | 0.00 | 31.32 | |
| | | 120115 | dec life w/ adj | 10-50-452-210.30 | Group Life & AD&D | 0.00 | 11.50 | |
| | | | | | | 0.00 | 654.98 | |
| 57350 NEW ENGLAND MUNICIPAL RESOURCE | | | | | | | | |
| | | 121015 | onsite wrk 10/19 - 11/23 | 10-10-414-310.00 | OFFICIAL/ADMINISTRATIVE | 0.00 | 2,550.00 | |
| | 00004558 | 35797 | 2) w2 & 1099 seminar | 10-10-413-820.00 | PROFESSIONAL DEVELOPMENT | 250.00 | 250.00 | |
| | | | | | | 250.00 | 2,800.00 | |
| 57413 NEW HORIZON COMMUNICATIONS CORP | | | | | | | | |
| | | 11393DEC15 | communication 12/1-31 | 10-10-410-530.10 | COMMUNICATIONS-TELEPHONE | 0.00 | 596.31 | |
| | | 11393DEC15 | communication 12/1-31 | 10-10-410-530.10 | COMMUNICATIONS-TELEPHONE | 0.00 | 64.56 | |
| | | 11393DEC15 | communication 12/1-31 | 10-20-420-530.10 | COMMUNICATIONS-TELEPHONE | 0.00 | 142.74 | |
| | | 11393DEC15 | communication 12/1-31 | 10-20-420-530.10 | COMMUNICATIONS-TELEPHONE | 0.00 | 86.20 | |
| | | 11393DEC15 | communication 12/1-31 | 10-20-421-530.10 | COMMUNICATIONS TELEPHONE | 0.00 | 31.58 | |
| | | 11393DEC15 | communication 12/1-31 | 10-20-422-530.10 | COMMUNICATIONS-TELEPHONE | 0.00 | 31.58 | |
| | | 11393DEC15 | communication 12/1-31 | 10-30-429-530.10 | COMMUNICATIONS-TELEPHONE | 0.00 | 36.87 | |
| | | 11393DEC15 | communication 12/1-31 | 50-10-410-530.10 | COMMUNICATIONS-TELEPHONE | 0.00 | 31.58 | |
| | | 11393DEC15 | communication 12/1-31 | 55-20-420-530.10 | COMMUNICATIONS-TELEPHONE | 0.00 | 31.79 | |
| | | 11393DEC15 | communication 12/1-31 | 55-20-420-530.10 | COMMUNICATIONS-TELEPHONE | 0.00 | 31.58 | |
| | | 11393DEC15 | communication 12/1-31 | 55-20-420-530.10 | COMMUNICATIONS-TELEPHONE | 0.00 | 31.73 | |
| | | 11393DEC15 | communication 12/1-31 | 55-20-420-530.10 | COMMUNICATIONS-TELEPHONE | 0.00 | 67.04 | |
| | | 11393DEC15 | communication 12/1-31 | 55-20-420-530.10 | COMMUNICATIONS-TELEPHONE | 0.00 | 40.56 | |
| | | | | | | 0.00 | 1,224.12 | |
| 57495 NEW YORK CLEANERS | | | | | | | | |
| | | 113015 | nov PD dry clean uniforms | 10-20-420-650.00 | UNIFORMS | 0.00 | 193.25 | |
| 58632 OCCUPATIONAL HEALTH CENTERS | | | | | | | | |
| | | 00200054 | 1204200946 physical Strand PD | 10-20-420-330.00 | OTHER PROFESSIONAL | 175.50 | 175.50 | |
| 60675 PARRO'S GUN SHOP & POLICE SUPPLIES | | | | | | | | |
| | | 00200021 | 403110011 vest & carrier /grant come | 10-20-420-870.00 | BALLISTIC VESTS GRANT | 938.00 | 938.00 | |

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| ----- | | | | | | | | |
| 24501 R.R. CHARLEBOIS INC | 00003523 | 120415 | prsr valves 2 mirror 14-1 | 10-30-430-430.10 | VEHICLE MAINTENANCE | 65.17 | 46.83 | |
| 63713 RADIO NORTH GROUP INC | 00011955 | 24135871 | prgrm 2 radios rescue | 10-20-422-430.10 | VEHICLE/EQUIP.MAINTENANCE | 90.00 | 90.00 | |
| 66225 ROB FISH COMMUNICATIONS L3C | 00051678 | 22 | rew events calendar pro | 10-50-451-310.00 | OFFICIAL/ADMINISTRATIVE | 49.00 | 49.00 | |
| 62120 ROSEN'S UNIFORMS | 00200036 | 249191 | pd uniforms | 10-20-420-650.00 | UNIFORMS | 476.94 | 476.94 | |
| 74686 STANKIEWICZ, PAUL | | 121515 | cancel cook camp 12/28 | 10-50-000-347.00 | RECREATION FEES | 0.00 | 35.00 | |
| 73450 STATE OF VERMONT | 00020058 | 6483-9015(B) | strmwtr runoff library | 10-30-429-810.00 | DUES & FEES | 160.00 | 160.00 | |
| 61943 SWISH KENCO LTD | 00009299 | W083041/S | janitorial supplies | 10-30-432-612.00 | GENERAL SUPPLIES | 146.93 | 146.93 | |
| 48700 SYMQUEST GROUP INC | | 977486 | mo. main copier fire | 10-20-421-430.20 | PHOTOCOPIER MAINTENANCE | 0.00 | 14.13 | |
| | | 980131 | clerk copier maint dec | 10-10-412-430.20 | PHOTOCOPIER MAINTENANCE | 0.00 | 40.42 | |
| | | | | | | ----- | ----- | |
| | | | | | | 0.00 | 54.55 | |
| 21288 SYNCB/AMAZON | 00051639 | 12930604 | young adlt bks | 10-50-451-640.50 | VIDEOS | 68.25 | 68.25 | |
| | 00200018 | 5316243 | biohazard sharps containe | 10-20-420-612.00 | GENERAL SUPPLIES | 92.72 | 92.36 | |
| | 00200037 | 8320200 | ipad cases 5 & lithium ba | 10-20-420-612.00 | GENERAL SUPPLIES | 116.93 | 116.53 | |
| | | | | | | ----- | ----- | |
| | | | | | | 277.90 | 277.14 | |
| 75584 TASER INTERNATIONAL | 00200042 | TASE36020 | recert taser Bowcawen | 10-20-420-820.00 | PROFESSIONAL DEVELOPMENT | 200.00 | 200.00 | |
| | 00200053 | TASE37221 | recert taser Kendra | 10-20-420-820.00 | PROFESSIONAL DEVELOPMENT | 200.00 | 200.00 | |
| | | | | | | ----- | ----- | |
| | | | | | | 400.00 | 400.00 | |
| 76719 THE TECH GROUP, INC. | 00007198 | 69031 | 11/1-11 firewall barracud | 10-10-417-340.00 | TECHNICAL | 3,100.00 | 3,100.00 | |
| | 00006608 | 69128 | pc monitor planning asst | 10-60-461-613.00 | TECHNOLOGY | 974.00 | 974.00 | |
| | 00006608 | 69204 | cable town planner | 10-60-461-613.00 | TECHNOLOGY | 50.00 | 30.00 | |
| | | | | | | ----- | ----- | |
| | | | | | | 4,124.00 | 4,104.00 | |
| 52256 TURNER, DONALD | | 120815 | paper & frames fanning | 10-20-421-611.00 | OFFICE SUPPLIES | 0.00 | 14.28 | |

By due date and vendor name for check acct 1(GENERAL FUND) and due dates 12/22/15 thru 12/22/15

| Vendor | PO Number | Invoice Number | Invoice Description | Account Number | Account Description | PO Amount | Invoice Amount | Check |
|-----------------------------------|-----------|--------------------|---------------------------|------------------|-------------------------|-----------|----------------|-------|
| | | 66934 | engrave plaque fanning | 10-10-401-610.25 | CITIZEN RECOGNITION | 0.00 | 92.70 | |
| | | | | | | 0.00 | 106.98 | |
| 76960 U.S. BANK EQUIPMENT FINANCE | | | | | | | | |
| | | 293043246 | copier PD rent & main dec | 10-20-420-430.20 | PHOTOCOPIER MAINTENANCE | 0.00 | 145.10 | |
| 78210 UNIFIRST CORP | | | | | | | | |
| | | 036 1713700 | rags/uniform rent | 10-30-430-612.00 | GENERAL SUPPLIES | 0.00 | 6.26 | |
| | | 036 1713700 | rags/uniform rent | 10-30-430-650.00 | EMPLOYEE UNIFORMS | 0.00 | 4.54 | |
| | | 036 1713700 | rags/uniform rent | 10-30-432-650.00 | EMPLOYEE UNIFORMS | 0.00 | 37.59 | |
| | | 036 1713702 | rent rags uniforms | 10-30-430-612.00 | GENERAL SUPPLIES | 0.00 | 11.75 | |
| | | 036 1713702 | rent rags uniforms | 50-10-410-650.00 | EMPLOYEE UNIFORMS | 0.00 | 18.15 | |
| | | 036 1713702 | rent rags uniforms | 55-20-420-650.00 | EMPLOYEE UNIFORMS | 0.00 | 18.15 | |
| | | 036 1714981 | rent mats rags uniforms | 10-30-430-612.00 | GENERAL SUPPLIES | 0.00 | 11.75 | |
| | | 036 1714981 | rent mats rags uniforms | 10-30-432-442.20 | BUILDING MAT RENTALS | 0.00 | 9.18 | |
| | | 036 1714981 | rent mats rags uniforms | 50-10-410-650.00 | EMPLOYEE UNIFORMS | 0.00 | 18.15 | |
| | | 036 1714981 | rent mats rags uniforms | 55-20-420-650.00 | EMPLOYEE UNIFORMS | 0.00 | 18.15 | |
| | | 036 1716305 | rags/uniform rent | 10-30-430-612.00 | GENERAL SUPPLIES | 0.00 | 6.26 | |
| | | 036 1716305 | rags/uniform rent | 10-30-430-650.00 | EMPLOYEE UNIFORMS | 0.00 | 4.54 | |
| | | 036 1716305 | rags/uniform rent | 10-30-432-650.00 | EMPLOYEE UNIFORMS | 0.00 | 12.51 | |
| | | 036 1716307 | rent rags uniforms | 10-30-430-612.00 | GENERAL SUPPLIES | 0.00 | 11.75 | |
| | | 036 1716307 | rent rags uniforms | 50-10-410-650.00 | EMPLOYEE UNIFORMS | 0.00 | 18.15 | |
| | | 036 1716307 | rent rags uniforms | 55-20-420-650.00 | EMPLOYEE UNIFORMS | 0.00 | 18.15 | |
| | | | | | | 0.00 | 225.03 | |
| 49013 VERIZON WIRELESS | | | | | | | | |
| | | 112215 | nov '15 mdt aircards | 10-20-420-530.20 | COMMUNICATIONS-OTHER | 0.00 | 240.06 | |
| 80074 VERMONT BLACKTOP CORP | | | | | | | | |
| | | 00003539 00614943 | emulsion hotmix repairs | 10-30-430-450.20 | ASPHALT | 216.00 | 216.00 | |
| | | 00003539 614942 | hotmx shims & patch work | 10-30-430-450.20 | ASPHALT | 595.20 | 595.20 | |
| | | | | | | 811.20 | 811.20 | |
| 80720 VERMONT GAS SYSTEMS INC | | | | | | | | |
| | | 14161 | nat'l gas Nov. | 10-30-432-621.00 | NATURAL GAS | 0.00 | 858.32 | |
| | | 14161 | nat'l gas Nov. | 55-20-420-621.00 | NATURAL GAS | 0.00 | 1,183.91 | |
| | | 3200-3 NOV | nat'l gas nov 49 Bombardi | 10-30-432-621.00 | NATURAL GAS | 0.00 | 112.12 | |
| | | | | | | 0.00 | 2,154.35 | |
| 83844 W.B. MASON CO INC | | | | | | | | |
| | | 00001699 I30345134 | Treatmnt Plant supplies | 50-10-410-611.00 | OFFICE SUPPLIES | 108.02 | 108.02 | |
| | | 00001699 I30345134 | Treatmnt Plant supplies | 50-10-410-612.00 | GENERAL SUPPLIES | 121.73 | 121.73 | |
| | | 00001699 I30345134 | Treatmnt Plant supplies | 55-20-420-611.00 | OFFICE SUPPLIES | 108.01 | 108.01 | |
| | | 00001699 I30345134 | Treatmnt Plant supplies | 55-20-420-612.00 | GENERAL SUPPLIES | 121.72 | 121.72 | |
| | | 00020056 I30352273 | calendars, batteries,clnr | 10-30-429-611.00 | OFFICE SUPPLIES | 55.42 | 55.42 | |

12/17/15
07:41 am

TOWN OF MILTON Accounts Payable
Warrant/Invoice Report # 12

By due date and vendor name for check acct 1(GENERAL FUND) and due dates 12/22/15 thru 12/22/15

| Vendor | | | | | | |
|--|----------------|---------------------------|------------------|-------------------------|-----------|----------------------|
| PO Number | Invoice Number | Invoice Description | Account Number | Account Description | PO Amount | Invoice Amount Check |
| 00020056 | I30352273 | calendars, batteries,clnr | 10-30-432-612.00 | GENERAL SUPPLIES | 10.20 | 10.20 |
| | | | | | 525.10 | 525.10 |
| 82432 WAITE-HEINDEL ENVIRONMENTAL MANAGE | | | | | | |
| 00020059 | 11/30/15 | cert close landfill | 10-30-429-331.00 | LAND FILL CLOSURE | 3,690.00 | 3,690.00 |
| 72132 WESTAFF USA, INC | | | | | | |
| 00004557 | WC302776 | Finance temp w/e 11/21 | 10-10-413-330.00 | OTHER PROFESSIONAL SER. | 837.44 | 837.44 |
| 00004557 | WC304289 | finance temp w/e 11/28 | 10-10-413-330.00 | OTHER PROFESSIONAL SER. | 628.08 | 628.08 |
| | | | | | 1,465.52 | 1,465.52 |
| Report Total | | | | | | 79,470.11 |

THESE INVOICES HAVE BEEN APPROVED BY THE TOWN MANAGER ON THE FOLLOWING DATE:



Donna Barlow Casey, Town Manager

APPROVED ON 12/17/15

To the Treasurer of the TOWN OF MILTON:

We Hereby certify that there are sufficient vouchers supporting the amounts owed to the above mentioned vendors.

Let this be your order for the payments of the amounts totaling \$ ****79,470.11

SELECTBOARD:

| | | | | |
|------------------------------|----------------------------------|--------------------------------------|--------------------|-----------------------|
| _____ Darren Adams, Chair | _____ Stuart King, Vice Chair | _____ John W. Bartlett, Secretary | _____ Ken Nolan | _____ John Cushing |
|------------------------------|----------------------------------|--------------------------------------|--------------------|-----------------------|

Milton Selectboard Special Meeting Minutes

December 5, 2015 12:30 P.M.

Municipal Building Community Room

Selectboard Members Present: Stuart King, Vice Chair (via video conference); John Bartlett, Clerk; John Cushing, Member; Kenneth Nolan, Member

Selectboard Members Not Present: Darren Adams

Staff Members Present: Donna Barlow Casey, Town Manager; John Gifford, Interim Finance Director; Dustin Keelty, Public Works Supervisor; Nate Lavallee, Water/Wastewater Superintendent

Others Present: None

I. Call to Order – Bartlett called to order at 12:30 PM

II. Flag Salute – Bartlett led the attendees in a Salute to the Flag.

III. Agenda Review- None

IV. Public Forum – None

V. New Business and Department Items

A. Budget Hearing – Public Works, Highways, Building & Grounds, W/WW Budget

(Informational)

Donna Barlow Casey, Town Manager; John Gifford, Treasurer & Interim Finance Director;

Dustin Keelty, Public Works Supervisor; Nate Lavallee, Water/Wastewater Superintendent

Public Works, Highway, Buildings & Grounds and Water/Wastewater Draft Budgets were presented and discussed.

B. Private Water Utility Agreement

Item moved to Monday, December 7 meeting

C. Errors and Omissions from Assessor's Office

Nolan moved to approve the errors and omissions resolution as presented. Second by King. Independent role, all approved. **Motion passes.**

VI. Adjournment

Nolan moved to adjourn Selectboard meeting. Seconded by Cushing. Independent Roll. Unanimously approved. **Motion passes.**

Bartlett adjourned Selectboard meeting at 4:30 PM

These proceedings were live-streamed and filmed by LCATV and audio-recorded by the Town.

46
47
48
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53

Respectfully Submitted,

_____ **Date:** _____

John Bartlett, Selectboard Clerk

Filed with Milton Town Clerk's Office on this _____ day of _____, _____

ATTEST: _____ Milton Town Clerk

DRAFT

Milton Selectboard Meeting Minutes

December 7, 2015 6:00 P.M.

Municipal Building Community Room

Selectboard Members Present: Darren Adams, Chair; Stuart King, Vice Chair (via video conference); John Bartlett, Clerk; John Cushing, Member; Kenneth Nolan, Member

Selectboard Members Not Present: none

Staff Members Present: Donna Barlow Casey, Town Manager; Erik Wells, Director Administration & Community Services; Celeste Lang, Selectboard Assistant; Jeffrey Castle, Town Planner; Jacob Hemmerick, Planning Director; Don Turner Jr., Fire Chief; Rod Moore; Dustin Keelty, Buildings & Grounds,

Others Present: Courtney Lamdin, Milton Independent; Planning Commission Members: Lori Donna, Henry Bonges, John Lindsay, Julie Rutz; Michael Thompson, Fire & Rescue dept. members; Chris Fanning; members of O'Connor family; Robert Brisson; William Sawyer; David White, White & Burke; Kurt Marchessault, O'Leary Burke, Robert Lombard

I. **Call to Order** – Adams called to order at 6:06 PM

II. **Flag Salute** – Adams led the attendees in a Salute to the Flag.

III. **Agenda Review-**

Barlow-Casey – add New Business J- Authorizing Town Manager to sign town water utility agreement previously warned for last Saturday's meeting but paperwork incomplete until today. Add Agenda Item - Second separate Executive Session for personnel. Bartlett three sets of minutes separate motions in case any individual set of minutes has issue.

IV. **Public Forum** – none

V. **New Business and Department Items**

A. **Honor Chris Fanning for Saving Marie O'Connor**

Adams made statement giving thanks to police, fire, and rescue for their unwavering service to the community. This evening, however, a special recognition to Chris Fanning, a non first responder, for his bravery being in right place at right time and wiliness to take action with disregard of his own safety which undoubtedly saved the life of Marie O'Connor.

Read Resolution from Board Recognizing Chris Fanning's Bravery.

Bartlett made motion to accept resolution as presented. Cushing seconded. Independent Roll. Unanimously approved. **Motion passes.**

Don Turner Jr, representing Fire & Rescue Dept., spoke of Fanning's courageous action, which ultimately saved life. Presented plaque on behalf of the Town of Milton. Announced reception to follow at fire station.

B. **Appointments to Economic Development Commission**

46 **Jacob Hemmerick, Planning Director, Applicant Robert Lombard**
47 Hemmerick described status of Economic Development Commission, and it's current
48 members. Stated Lombard would be a good asset.

49
50 Cushing made motion to appoint Robert Lombard to the Economic Development
51 Commission for a three-year term ending June 30, 2018. King seconded. Independent Roll.
52 Unanimously approved. **Motion passes.**

53
54 **C. Continued Interim Zoning Conditional Use Application Hearing 444-452 Rte 7 So.**

55 Adams read application description. Questioned for ethical disclosures so meeting
56 transparent, fair and free from any conflict of interest if any members refuse or need to be
57 excused—none. Asked for any other – none. Administered oath to any individuals testifying.
58 Debrief site visit conducted on Sat. Dec. 5th attended by selectboard members Nolan,
59 Cushing, planning commission Rutz, Bonges; town staff, Hemmerick.

60
61 Planning commission members Lori Donna, Henry Bonges, Julie Rutz, John Lindsay
62 presented requested review of content of the conditional use application covering 9 (nine)
63 points ultimately requesting board to deny application and to give Interim Plan year and half
64 serious focus in which to work.

65
66 Castle Town Planner, provided request to calculate total number of residential dwelling
67 units that which received approval yet not constructed. – 457 dwelling units approved from
68 Development Review Board not yet built, all in Town Core TIF District, (10% current housing
69 stock), 60 of which are Elderly Housing units.

70
71 Hemmerick noticed violation of garbage at site during visit. Sawyer replied someone was
72 cleaning up that day. Nolan – cleanup short term positive. Board approve commission
73 interim zoning and if believe in it should stick with and stand up for commission. If don't
74 support, then say it.

75
76 Applicant Sawyer questioned how to support businesses, incubators don't grow – need
77 people to support businesses like restaurants. So many commercial places currently empty.
78 Cold call hasn't been successful. Suggest pour slab and build commercial shell as part of
79 phase one to have easily convertible to later specifics to demonstrate good intent.
80 David White, White & Burke representing Sawyer although commended Planning
81 Commission for dedication and plan, rebutted comments. Commercial happens if there's
82 demand. Site is already mixed use area. Refutes that residential proper town loses money
83 and only commercial makes money - no documentation supports statement. This one
84 project will not make or break TIF or prevent values Planning Commission going forward.

85
86 Cushing made motion to close hearing and begin forty-five day deliberation time period.
87 Bartlett seconded. Independent roll. Unanimously approved. **Motion passes**

88

89 Hearing closed at 7:57PM

90

91 **D. Milton 4D Project Update**

92 Erik Wells, Director Administration & Community Services update status of 4D Project by
93 summarizing actions taken since last board meeting including Barlow-Casey, Hunt and
94 himself, conference call with consultants to present conceptual design along with estimates
95 to board in second meeting in January. Also consultant will provide incremental cost
96 estimate options and attributes to phase in major identified segments.

97

98 Every media utilized to get information out and make public aware vying for feedback.
99 Discussion, if vote required within time frame to meet TIF expiration deadline, action
100 needed to warrant bond for future election. Several Selectboard members stated not ask
101 taxpayer for more before going out to bid to know where at including other moving pieces
102 such as TIF money available and plan difficult before March Town Meeting Day. Do what we
103 can for \$2.4 million already approved to make vision. Bonges interjected rather prioritize
104 sections of town rather than cutback on quality of plan.
105 Further discuss in January.

106

107 **E. Solar Project Update**

108 Wells, stated highlights since last update to Selectboard several months ago on Solar Project
109 at former Landfill and Wastewater plant sites.

110 Since contracts approved by board in July, few issues:

111 *PSB application requires post closure certification for landfill and move away from its
112 current closure extension order. Engaged consulting firm Waite-Heindel Environmental
113 Managements to aid in application preparation. Sun Edison has agreed to split cost of quote
114 \$3,690 50/50 submission by 1st week of Jan.

115 *Green Mountain Power has met cap. We can apply GMP 150 vs. 500 kw array at
116 Wasterwater site to start – cap may be extended next yr. Does not affect landfill, which is
117 exempt from caps.

118 Parties still fully committed and still want to proceed. Nolan all utilities saying extend caps.
119 GMP can't approve anything above 15% apply now but by time built could extend.

120

121 Bartlett moved to have Town Manager sign 'post closure certification' on behalf of Board.

122 King seconded. No further discussion. Independent Roll – **Motion passes.**

123

124 **F. Update on Security System and Review of Options**

125 Dustin Keelty, Public Works Supervisor, gave history of security system issue which started
126 in Nov. Systems originally installed 2004. Called in contractor to discuss if any easy
127 inexpensive solution. No easy solution.

128 1) replace control requires new software \$5200

129 2) replace older and existing power supplies \$15,300.

130 Barlow Casey stated collaborative effort between Public Works, Police & Fire who has
131 different system but could come on line with rest. Discussion of various pros and cons to

132 make funds available.

133

134 Bartlett moved to allow Buildings and Grounds to proceed with sole source Roundhill Fence
135 and Security and develop cost proposal, and if any value held components being replaced to
136 recoup. King no; Cushing yes; Nolan, yes ; Adams, yes, Bartlett. 4 yes, 1 no **Motion passes**

137

138 **G. Winter Operations Plan**

139 Keelty presented proposed Winter Operations Plan with update from 2008 on file in Town
140 Clerk's office. If no new plan is established, existing plan prevails.

141 Mix salt & sand 1/salt-4/sand. Mix at point of use when needed prior to being used.

142 Written for personnel not for person on road.

143 Input from road crew changes in rewrite of documents.

144 Described route process from dirt to blacktop sections.

145

146 Board requested revision with suggested changes:

147 Board request list all roads on route one place indicate primary, secondary, etc.

148 Request adding notation that person in charge of Highway Crew has ownership to make
149 calls and is accountable. Complaints will go to Town Manager or call police department
150 after hours. Communication both ways from those on road: i.e. police department, bus
151 drivers.

152

153 **H. Set Date for Next Selectboard Meeting**

154 Next regular meeting scheduled 12/21, Nolan out of town. Audit scheduled.

155

156 **I. Set Dates for Additional Budget Meetings Week of Dec. 14th**

157 Next budget Dec. 14th /Police, Fire & Rescue, Animal control

158 15th CIP, debt service.

159 First couple weeks in Jan. not problem, won't be ready until Audit presented anyway.

160

161 **J. Authorize Town Manager to sign Town Private Water Utility Agreement for Catamount Dr.**

162 Barlow-Casey, town manager could be assigned authorization. Standard format to use for
163 all water agreements. Already have check in hand. Boiler plate.

164

165 Cushing move to authorize Town Manager to sign Town Water Utility Agreement. Bartlett
166 seconded. Independent Roll, all approve **Motion passes**.

167

168 **VI. Reconsideration (Old Business) - none**

169

170 **VII. Manager's Report**

171 Tues. Dec. 8th Legislative Breakfast 8:30.

172 Working with Don Turner Jr, State Representative on attendees for morning, dozen attendees.

173 Three state Senators, two State Representatives, Secretary of Commerce.

174 Cushing, Bartlett, and Adams from board plan to attend.

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VIII. Potential and/or Future agenda Items – none

IX. Warrant/Report #11

After review Bartlett presented Warrant/Report #11 for Board orders in the amount of \$204,325.17

A few items of mention in random order:

\$2,445 Apple Store for 5 iPad Air tablets for MPD for access case files,- funds from drug asset forfeiture.

\$44,326.75 champlain water District – 21,857,377 gallons

\$6,702 VT Dpt of Public Safety – annual fee to run license/criminal checks, emails to State’s secure servers, mobile data access vehicle computers.

\$28,805.75 GMP includes Oct & Nov. invoices.

\$1,652.98 McRae Auto Service- replace fuel lines on ’07 Chevy One ton pickup.

\$629 Rado North Group – install two radios in two new Silverados

\$7,530.11 Stitzel, Page & Fletcher 8 line itsm

\$876.70 Westaff-finance dept temp

\$3,304 Xerox Business Services includes two bills August & Nov. for full service indexing.

Keely available to discuss plows or other expenditures for Silverados previously pulled off warranty - unadvertised bids, last 3 plows each of trucks can hookup to. Plows included on this warrant \$11,000.

Bartlett made motion to approve orders for \$204,325.17 as presented. Seconded by Nolan. No further discussion. Independent Roll – All approved. **Motion Passes.**

X. Minutes of previous Nov. 16th Selectboard and two Special Selectboard Meetings Nov. 23rd, and Dec. 3rd.

Bartlett retracted previous agenda review having individual motions.

Bartlett moved to accept minutes for all three meetings as presented. Cushing seconded. Independent Roll. King Yes, Cushing Yes, Bartlett Yes, Adams Yes, Nolan abstain, **Motion passes.**

XI. Possible/Anticipated Executive Session per V.S.A. Title 1 Section 313

Bartlett moved to find premature public knowledge about The Record would cause the Town or person to suffer a substantial disadvantage. Seconded by Nolan. Independent Roll. Unanimously Approved. **Motion passes.**

Bartlett moved to enter into Executive Session to discuss The Record under the provision of V.S.A. Title 1 Section 313 A6. Seconded by Cushing. Independent Roll. Unanimously Approved. **Motion passes.**

Courtney Lamdin from Milton Independent asked for description of The Record. Barlow Casey said VT statute states allows for Executive Session to be held to discuss an exempt public record as long as the discussion is confined to the record itself. To provide exact statute later.

223 Enter executive session at 10PM.

224

225 Bartlett moved to adjourn executive Session at 10:58 PM. Cushing seconded. Independent
226 Roll. Unanimously Approved. **Motion passes.**

227 No action taken as result of executive session.

228

229 **XII. Adjournment**

230

231 **Bartlett** moved to adjourn Selectboard meeting. Seconded by Cushing. Independent Roll.
232 Unanimously approved. **Motion passes.**

233

234 Adams adjourned Selectboard meeting at 11:00PM

235

236 *These proceedings were live-streamed and filmed by LCATV and audio-recorded by the Town.*

237

238 **Respectfully Submitted,**

239

240 _____ **Date:** _____

241 **John Bartlett, Selectboard Clerk**

242

243 **Filed with Milton Town Clerk's Office on this** _____ **day of** _____, _____

244

245 **ATTEST:** _____ **Milton Town Clerk**

