

**Town of Mashpee  
Board of Selectmen**

**Policy Number 014**

**Snow/Ice Removal Policy**

**A. MISSION:**

The mission of the Department of Public Works is to remove accumulations of snow and ice from all town roads, most private roads, town facilities and parking lots and town sidewalks as rapidly and efficiently as possible. The safety and mobility of the community and the motoring public is of the utmost importance during any type of precipitation that may form ice and/or accumulating snow. The Department of Public Works must respond immediately to each storm and the varying storm condition that may occur throughout the winter season in order to maintain public safety on our roads as soon as possible and to provide for accessible ways.

**B. PRIVATE WAYS:**

1. Removal of snow and ice on private ways shall be conducted pursuant to Massachusetts General Law Chapter 40, Section 6C. Any parked or abandoned vehicles interfering with the removing or plowing of snow, or the removing of ice, from any private way shall be subject to the necessary and prudent actions taken by the Town Manager, the Director of Public Works or the Director's designee in emergency conditions.
2. Private ways must be marked with a sign bearing the name of the way and installed and maintained in accordance with the specifications set forth in the Manual on Uniform Traffic Control Devices published by the Federal Highway Administrator.
3. To assist with snow removal operations, the Town recommends that residents of private ways and secondary roads stake the edge of the road surface. Residents may use wooden stakes or other similar markers with a clearly delineated top, preferably with a fluorescent color or a reflective material.
4. The Director of Public Works shall assign a person to inspect all private ways on an annual basis for the purpose of reporting any roads falling into disrepair with identifiable defects such as "potholes." A reasonable effort will be made to resolve such identifiable defects and such effort shall be documented by the Department of Public Works and subject to review by the Town Manager. If the Director of Public Works is unable to resolve the identifiable defective condition, the Director shall immediately report the substandard way to the Town Manager for further appropriate action, which may include a determination that limited plowing and snow or ice removal restrictions be in place until the defective condition is addressed by the owners of the road.
5. An "identifiable defect" may be considered a "pothole," an improperly adjusted catch basin or manhole cover, an unpaved road ungraded in poor condition, or other dangerous condition which, in the opinion of the Director of Public Works, could cause damage to the Town's snow and ice removal equipment or risk injury to Town personnel or contractors.

6. A private way shall not be considered automatically defective if it is laid out and constructed inconsistent with current and applicable subdivision controlling laws and regulations. A private way shall not be considered automatically defective for overhanging brush. However, such conditions may limit snow removal.
7. The Department of Public Works is not responsible for clearing snow or ice from drains on private ways.
8. A private way consisting of a gated area, a condominium complex, or common driveway shall not be considered a "private way" for the purposes of this policy and therefore will not receive snow and ice removal or treatment.

C. PUBLIC WAYS:

1. When a slippery road surface is detected from either snow or ice by an on-duty police officer, the police department shall notify the person designated by the Director of Public Works. The location and specifics of the condition shall be provided to such designated person. The Director of Public Works or the Director's designee shall take the appropriate action to remedy such condition.
2. When a slippery road surface is detected from either snow or ice by a reporting person, the information shall be immediately forwarded to the person designated by the Director of Public Works. The location and specifics of the condition shall be provided to such designated person. The Director of Public Works or the Director's designee shall take the appropriate action to remedy any condition that requires removal or treatment.
3. The Town Manager or the Director of Public Works or the Director's designee may call in necessary personnel to prepare for snow/ice removal or treatment, including but not limited to the deployment of appropriate vehicles, equipment and resources in order to adequately respond to an anticipated storm/condition likely to result in snow or ice or a storm/condition in-progress that has resulted in snow/ice.
4. Parked or abandoned vehicles interfering with the removing or plowing of snow, or the removing of ice, from any public way may be towed at the owner's expense at the direction of the Town Manager, the Director of Public Works or the Director's designee. The owner of such vehicle towed shall incur liability for the cost of such towing and storage charges, if any, resulting therefrom.

D. GENERAL REGULATIONS:

1. Private property owners or their contractors shall not plow or shovel snow from their driveways or parking lots into public ways and/or against public guard rails.
2. Individual property owners shall be responsible for removing snow and ice from in front of their mailboxes and driveways. Residents are encouraged to remove snow and ice around fire hydrants and storm drains adjacent to their property, if such action can be performed safely.
3. The Department of Public Works shall not be responsible for damage to plantings, fences, mailboxes or irrigation systems or other objects located within the road right-of-way, along or adjacent to private ways, or for damage caused due to a violation of this policy. The Department of Public Works shall also not be responsible for damage to lawns if the edge of the road is not clearly marked.

4. Road treatment of sand and salt will be provided on an as needed basis. Treatment will be provided first to primary public roads and then to collector roads and Town-owned buildings, including the Police Station, Fire Station, Town Hall, Senior Center, Library, Public Schools, Kids Club and other town facilities, including the Housing Authority building. Treatment will then be provided to private ways consistent with this policy.
5. Town employee personal vehicles within town-owned facilities or parking lots that inhibit snow and ice removal or treatment operations will require such vehicles being promptly moved after a designated person from the Department of Public Works has communicated such request in a reasonable manner. Other vehicles within town-owned facilities or parking lots that inhibit snow and ice removal or treatment operations are subject to being towed at the owner's expense.
6. Although public sidewalks may not be considered the priority of public roads or private roads, it is understood that public sidewalks shall be subject to snow and ice removal and shall further be treated accordingly as soon as roadway conditions have been restored to a reasonable condition.

Adopted by the Mashpee Board of Selectmen

November 15, 1999

Amended: September 8, 2003

Amended: November 7, 2005

Amended: March 28, 2011

Amended: November 16, 2015