

**TOWN OF LEE**  
**PLOWING PROCEDURES AND POLICIES**

The Lee Highway Department publishes these procedures and policies to advise residents of the department's winter snow plowing and sanding objectives and to obtain your assistance so that Town roads can be restored to "normal conditions" as promptly as possible after a winter storm. Your cooperation is essential if the Highway Department is to achieve this objective. With your assistance and patience, we will be able to clear roads, keep traffic flowing and restore roads to safe traveling conditions. The Highway Department thanks you in advance for your cooperation.

**Winter Parking Ban:**

In accordance with Chapter 33 of M.G.L., accepted by the Town of Lee, any parked vehicle impeding the removal of snow may be towed at the resident's expense. The parking ban will allow the Highway Department to plow and open roads in a more efficient and timely manner. Illegally parked vehicles are the biggest obstacles to effectively removing snow from the roadway. Questions regarding parking restrictions should be referred to the Lee Police Department at 243-5530 (non-emergency line).

**Snow Plowing Operations:**

The following is a general description of Lee's snow removal plan. As you are aware, each storm is different but the Highway Department makes every effort to follow the snow removal policy as closely as possible. The snow and ice removal policy entails three steps: The beginning of the snow storm, during the snow storm and following the snow storm.

**Step One: The beginning of the snow storm:**

When a snow storm begins, the Highway Department responds by sanding and salting all town roads. Sanding calcium chloride and salting serves two purposes – to prevent the snow from bonding and compacting to the pavement and to keep traffic moving. The Town has four salting and sanding trucks properly equipped with salt, calcium chloride and sanding materials for this operation.

**Step Two: During the storm:**

Plowing operations begin when at least two to three inches of snow accumulates on the roads. Eight highway trucks and one sidewalk machine are equipped for plowing and salting. Each vehicle has a pre-determined route and will remain in the assigned pattern until the storm subsides.

The main objective during any storm is to keep the roadways passable. At the end of the storm, the plows will begin to widen all roads by pushing back the amassed snow beyond the edge of the roadway. Residents may want to wait until the roads have been widened before clearing the entrance of their driveways.

Please be advised that snow must not be shoveled or plowed "back into the street" from a resident's driveway. The Lee Town By-law Section 176-4, Snow and Ice Violations and Penalties states, "No person, other than an employee acting for or in behalf of the Town, shall by himself or herself or through his/her agents, servant of employees, in any manner place or deposit or cause to be placed or deposited other than incidental amounts thereof, or any public sidewalk, street or way which has been previously cleared of snow by the Town. Violations of this section may be enforced by the Highway Superintendent or the Police Department. Whoever violates this section shall be punished, after three offenses, by a fine of not more than \$50.00 per additional violation."

The Highway Department is well trained and dedicated to plow around the clock if necessary to keep the roadways open and passable. If a plow truck is riding with its plow up, please do not be misled. They may be returning to the garage for fuel or repairs or may be headed to another section of Town to assist with snow removal.

Residents should not be concerned if they do not see their roadway plowed during the early part of the storm. This Highway Department follows an assigned route plan where main roads are plowed first. Please be patient, all Town owned roads will eventually be plowed.

Another area of concern is mailboxes. We do not “deliberately” knock over or damage mailboxes. Remember, an installation within the right-of-way (including mail boxes) is placed there at the owner’s risk. Hence, residents are encouraged to place mail boxes at the maximum allowable distance from the pavement. Mailboxes should be inspected regularly to insure that they are secured properly and those wood posts are not rotted out.

**Step three: Following the storm:**

Once the snowfall has stopped and all roads are cleared of snow, post storm sanding and salting begins. All roads are sanded and salted to improve traction and to melt the remaining snow and ice.

Residents may assist the Highway Department during a storm by heeding these suggestions:

1. Observe winter parking bans
2. Reduce your speed and drive cautiously
3. Remain off the road during snowstorms unless absolutely necessary
4. Do not allow children to make snow forts at the edge of the road
5. Do not plow, blow, shovel or throw snow back into the roadway
6. Before final cleanup of your driveway, check the road, if it does not appear to be widened out, a plow will return to plow again and may push snow back into the entrance of your driveway. Doing this may keep you from clearing your driveway more than once.
7. Finally, please have patience. Snow plowing is a time-consuming and laborious job covering fifty five miles of road. Some residents will have their roads plowed first and some will be last, but all town roads will be cleared.

The Highway Department is devoted to providing the residents of Lee with dependable snow removal in the shortest time possible. With your cooperation, we will all benefit during a snow storm.

Resident may pick up one five-gallon bucket of sand at the Waste Water Treatment Plant on Route 102.

If you have any questions concerning the snow removal policy, please call the Lee Department of Public Works office at 243-5520. We will try to assist you in any way possible.

**Lee Department of Public Works  
February 2, 2010**