



RECEIVED
91 JAN -6 PM 4:22
OFFICE OF THE CITY MANAGER

David A. Haley
Commissioner

147 Hampshire Street
Cambridge
Massachusetts 02139
617-349-4800

TO: Robert W. Healy
City Manager

FROM: David A. Haley
Commissioner of Public Works

DATE: January 6, 1992

SUBJECT: Council Order #5, dated 12/11/91
Re: Snow Removal

Please find enclosed the Department of Public Works 1991/1992 "Snow Removal Operations" Manual.

If you have any questions, please do not hesitate to call me.



THE WORKS

David A. Haley
Commissioner

City of Springfield
Department of Public Works
Attn: Mr. [illegible]
417-271-4200

TO: All DPW Managers

FROM: David A. Haley
Commissioner

DATE: December 20, 1991

Re: INSTRUCTIONS AND PROCEDURES FOR SALTING
AND SNOW REMOVAL OPERATIONS

I. General

1. The Dispatcher on all shifts shall immediately notify the Duty Supervisor when snow begins to fall. The Dispatcher shall immediately notify the Duty Supervisor of all updated weather conditions.
2. Weather forecasts shall be posted in the radio room daily and a copy shall also be posted in the Foremen's Room. Copies of the weather forecasts shall be given to the Commissioner, Deputy Commissioner, Superintendent of Streets and the Duty Supervisor as they come in. A copy of the weather forecast shall be faxed to the City Manager's Office.
3. In the case of a snow alert, as determined by the Duty Supervisor, Foremen shall be notified as well as Operators and Mechanics. They shall report immediately to the yard and shall sign in upon their arrival.
4. During salting or plowing operations, any vehicle that breaks down or which has severe mechanical or safety problems shall immediately be reported to a Supervisor or Foreman. The Supervisor or Foreman shall immediately contact the Mechanic in Charge and inform him of the problem. It is the responsibility of the Mechanic in Charge to indicate to the Supervisor or Foreman that the repair is completed.
5. The yard must be kept open during snow operations in order to accommodate the delivery of salt and sand.
6. The Water Department shall be contacted for use of their vehicles as appropriate and necessary during salting/plowing operations, as well as, Daney Park Pick Up Truck #1.

II. Salting Operations

1. During salting operations the Snow Duty Supervisor shall assign one Highway Foreman and two Working Foremen according to a rotating schedule for the winter months.
2. The Foremen shall be responsible for insuring that a material slip and mileage slip are issued for each Operator. (See attached example).
3. Foremen shall ensure that salting units have the gate opened to the correct height, depending on the type of storm. This in general means that the opening shall be no more than from 1" to 2" and 1" for sleet. If more salt is needed, check with the Duty Supervisor or the Superintendent of Streets. Remember that an excessive application of salt is not necessary and will cause harm to the environment.
4. It is the responsibility of the Foremen to be in their designated sections to check the vehicles and their routes. The Foremen are responsible for ensuring that all Operators are properly applying salt or pickled sand as directed.
5. Each salting truck must have a plastic route map before leaving the yard, and each Operator shall be assigned a specific salt route by the Duty Supervisor.
6. All Foremen shall be certain that they have fuel cards for the equipment assigned to them and that they have a key to the Sherman Street gate when loading salt and sand there.
7. Operators and Mechanics shall assist in the mounting of salters, day or night.
8. Salters are not to be left out in the yard unless under specific orders of the Foreman or Duty Supervisor.
9. Salters are to be washed according to the rotating assignments under the direction of the Superintendent of Streets and/or the Duty Supervisor.
10. All Operators shall fuel the vehicles and perform a circle check upon the completion of their shift.
11. Salters and radios shall be tested with the Dispatcher before leaving the yard.

3.

12. Salt gates shall be adjusted so as not to waste salt. Salt vanes should be adjusted so the street is covered without hitting cars parked on the side.
13. The underbody scrapers shall be used when snow starts to accumulate. They shall be used while in the process of sanding and salting under the direction of the Supervisor.
14. All main streets shall be treated with straight salt or calcium chloride when directed by the Duty Supervisor; side streets shall be treated with pickled sand. If it becomes necessary to change this procedure, Foremen will alert all trucks.
15. Foremen may use personnel on the 11:00 PM to 7:00 AM shift and the weekend crews as needed.
16. All personnel called in to operate a salter must report to the yard and sign in on the sheets provided. When staff leave the yard and their tour of duty is finished, they shall sign out as well.
17. Personnel shall not leave their assigned duty station or post until told to do so by their Foreman.
18. It is important that the Foreman and Loading Operator keep a tally on the number of loads of salt and/or sand used for each truck. This shall be reported by the Loader Operator to the Foreman periodically during the storm.

III. Snow Plowing Operations

1. During snow plowing operations each snow plowing section shall be staffed by one Highway Foreman and one Working Foreman, who shall be responsible for work being done in the various sections (including the use of contract trucks). The Foreman shall be responsible for assuring that a material slip and a mileage slip are issued to each Operator. (See attached example).
2. Plowing of the eight (8) routes shall go into effect under the direction of the Duty Supervisor and the Superintendent of Streets.
3. Two Supervisors shall take charge of overall operations in the field. Their responsibility shall be divided into the north and south sections of the City. It is the Field Supervisor's responsibility to ensure that all streets are properly cleared before snow operations cease.

III. Snow Plowing Operations (Continued)

4. The Dispatcher shall be a Supervisor during snow plowing operations.
5. When it becomes necessary to call in contractors to do plowing, the trucks shall be sent directly to the district and told to report to the Highway Foreman in that area:
 - a. Time slips shall be made out for contract equipment to record the exact time that they begin and end their work.
 - b. Each contract piece of equipment shall have door signs attached to both of the front doors by the Highway Foreman of each section. The signs shall be obtained from the north/south Supervisors.

IV. Snow Shoveling Procedures

1. The Duty Supervisor and/or the Superintendent of Streets shall assign crews that will be responsible for shoveling and/or salting and sanding sidewalks in front of Municipal Buildings, Schools, Bridges, Parks and Open Spaces and the homes of residents on the snow exemption list.
2. Municipal and School sidewalks shall be cleared a minimum of three feet in width.
3. Handicapped parking spaces and ramps in front of Municipal Buildings and Schools must be kept clear of all snow and ice. All Handicapped ramps must be kept clean and checked periodically.

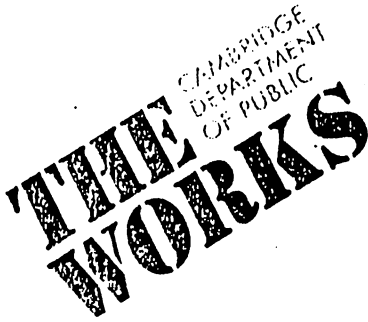
V. Post Storm Procedures

1. It is the Highway Foremen's responsibility to ensure that all vehicles and spreaders are washed and cleaned inside and out of salt, sand and other debris, and ready for the next storm. Further, it is the Highway Foreman's responsibility to ensure that the Garage and DPW Yard are clean of all salt and sand.

5.

V. Post Storm Procedures (Continued)

2. All Operators shall report any mechanical failures and problems to the Master Mechanic in writing on their check lists.
3. The Duty Supervisor shall check all sign-in sheets to determine which personnel were used and for the purpose of properly recording the correct overtime hours, etc.
4. The Supervisor responsible for dispatching shall check and prepare all sheets in order to account for all of the contract equipment used during and after a storm.



6.

10/30/91

David A. Haley
Commissioner

To: All DPW Staff
From: David A. Haley
Commissioner
Re: Emergency Snow Work

147 Hampshire Street
Cambridge
Massachusetts 02139
617 337 1800

Winter is almost upon us and we have to be both ready and willing to respond to any snow emergency that may arise.

Therefore, I would like to ask for your help and cooperation and remind you of some of the requirements that we will have to adhere to in the event of an emergency.

In the current collective bargaining agreement, Article X, Section 2, reads in part that ...

... In the event that no employee voluntarily accepts an overtime assignment in accordance with the above, and if an emergency situation exists, the most junior employee(s) shall be required to work overtime except in Unit A where employees shall be required to work overtime.

Unit A, as defined in Article 1, includes Public Works. Snow work requirements occurring after the normal working hours of 7 AM to 3 PM are, in effect, included in the meaning of emergency for the Public Works Department. Therefore, when a snow storm takes place during or after the regular hours of work, employees of Public Works "shall be required to work overtime when called upon to do so."

Thus, during the snow season, employees called to work overtime because of snow fighting requirements should not refuse the assignment except in the case of a personal emergency. The Department may consider appropriate disciplinary action in cases of refusal to work overtime during a snow storm as authorized by the collective bargaining agreement with the union.

I shall appreciate your cooperation and support.

cc: Jeffrey Nutting, Deputy Commissioner
James P. Cassidy, President Local #195
Michael Gardner, Personnel Director



SNOW STORM RELATED INDIVIDUAL EQUIPMENT COST

EQUIPMENT TYPE: _____

EQUIPMENT#: _____

DRIVER'S NAME	DATE	BEGINNING MILES/HOURS	ENDING MILES/HOURS	TOTAL MILES/HOURS

DEPARTMENT OF PUBLIC WORKS

8.

DATE:

SANDER NUMBER:

OPERATOR:

LOAD #	AMOUNT *	MATERIAL	TIME	LOCATION
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Slips to be turned in to Forman in Charge of Operator.

*full! load estimated 6 tons

5. ENVIRONMENTAL AND DISPOSAL INFORMATION:

ACTION TO TAKE FOR SPILLS/LEAKS: Flush area with plenty of water. Walking surfaces may remain wet longer due to moisture being held by spilled materials.

DISPOSAL METHOD: Wash away with large excess of water. Keep out of drinking water sources. Comply with local, state, and federal regulations.

6. HEALTH HAZARD DATA:

EYE: May cause moderate to severe eye irritation with corneal injury, which may be slow to heal. Material is sometimes encountered at elevated temperatures; more intense effects as well as thermal burns are possible.

SKIN CONTACT: Short single exposure not likely to cause significant skin irritation. Prolonged or repeated exposure may cause skin irritation, even a burn. May cause more severe response if confined to skin or skin is abraded (scratched or cut). Material is sometimes encountered at elevated temperatures; more intense effects as well as thermal burns are possible. DOT Classification: Non-corrosive.

SKIN ABSORPTION: A single prolonged exposure is not likely to result in the material being absorbed through skin in harmful amounts. The LD50 for skin absorption in rabbits is >5000 mg/kg for CaCl_2 .

INGESTION: Single dose oral toxicity is low. The oral LD50 for rats is in the range of 900-2100 mg/kg for calcium chloride on a 100% basis. Ingestion may cause gastrointestinal irritation or ulceration.

INHALATION: Vapors are unlikely due to physical properties. Mists may cause irritation to upper respiratory tract.

SYSTEMIC & OTHER EFFECTS: The components of this product are not listed by IARC, NTP, or OSHA as a carcinogen for hazard communication purposes. Results of in vitro mutagenicity tests have been negative for CaCl_2 .

7. FIRST AID:

EYES: Irrigate with flowing water immediately and continuously for 15 minutes. Consult medical personnel.

SKIN: Wash off in flowing water or shower.

INGESTION: If swallowed, induce vomiting immediately by giving two glasses of water and sticking finger down throat. Call a physician. (Never give anything by mouth to or attempt to induce vomiting in an unconscious person).

INHALATION: Remove to fresh air if effects occur. Consult a physician.

NOTE TO PHYSICIAN: If burn is present, treat as any thermal burn, after decontamination. No specific antidote. Supportive care. Treatment based on judgment of the physician in response to reactions of the patient.

**FOREMEN AND WORKING FORMEN
SALT CREW: 1991-1992**

NOV. 10	M. STONE	R. WOODS	H. TREVETTE
17	W. MEDEIROS	P. BACCI	G. REGO
24	W. ARTHUR	A. MAHONEY	R. LITWINSKI
DEC. 1	S. EDMONDS	O. IANUZZI	C. JONES
8	D. WHITE	R. WOODS	H. TREVETTE
15	J. GREENE	P. BACCI	G. REGO
22	F. CABRAL	A. MAHONEY	R. LITWINSKI
29	F. BRACKEN	O. IANUZZI	C. JONES
JAN. 5	M. STONE	R. WOODS	H. TREVETTE
12	W. MEDEIROS	P. BACCI	G. REGO
19	W. ARTHUR	A. MAHONEY	R. LITWINSKI
26	S. EDMONDS	O. IANUZZI	C. JONES
FEB. 2	D. WHITE	R. WOODS	H. TREVETTE
9	J. GREENE	P. BACCI	G. REGO
16	F. CABRAL	A. MAHONEY	R. LITWINSKI
23	F. BRACKEN	O. IANUZZI	C. JONES
MAR. 1	M. STONE	R. WOODS	H. TREVETTE
8	W. MEDEIROS	P. BACCI	G. REGO
15	W. ARTHUR	A. MAHONEY	R. LITWINSKI
22	S. EDMONDS	O. IANUZZI	C. JONES
29	D. WHITE	R. WOODS	H. TREVETTE
APR. 5	J. GREENE	P. BACCI	G. REGO
12	F. CABRAL	A. MAHONEY	R. LITWINSKI
19	F. BRACKEN	O. IANUZZI	C. JONES
26	M. STONE	R. WOODS	H. TREVETTE

***Alternates:** Ed Baldasaro, Paul Cassidy, Robert Dudley, Vinny Macone, Joseph Sciola, James O'Keefe, Robert Fratto, and Thomas Maynard.

SCHEDULE FOR CLEANING SALTERS

NOV. 10	S. Travers	H. Lawson	D. Simpkins
17	L. Merriman	R. McGregor	V. Plosinski
24	P. Carrington	D. Downs	J. Silva
DEC. 1	J. Broughall	E. Baldasaro	V. Manso
8	L. Silva	J. McGrath	H. Silva
15	R. Freda	S. Pascucci	R. McGlashing
22	A. Ferranti	J. Versackas	A. Pedro
29	R. Masterson	J. Smith	S. Travers
JAN. 5	H. Lawson	D. Simpkins	E. Merriman
12	R. McGregor	V. Plosinski	P. Carrington
19	D. Downs	J. Silva	J. Broughall
26	E. Baldasaro	V. Manso	L. Silva
FEB. 2	J. McGrath	H. Silva	R. Freda
9	P. McCusker	S. Pascucci	H. Lawson
16	D. Simpkins	R. McGlasing	E. Merriman
23	R. McGregor	A. Ferranti	V. Plosinski
MAR. 1	P. Carrington	J. Versackas	D. Downs
8	J. Silva	A. Pedro	J. Broughall
15	E. Baldasaro	R. Masterson	V. Manso
22	L. Silva	J. Smith	J. McGrath
29	R. Freda	H. Silva	S. Travers
APR. 5	H. Lawson	D. Simpkins	E. Merriman
12	R. McGregor	V. Plosinski	P. Carrington
19	D. Downs	J. Silva	J. Broughall
26	E. Baldasaro	V. Manso	L. Silva

*All Vehicles, inside and out and spreaders shall be cleaned after every salting/sanding operation.

The crew responsible for washing and cleaning the vehicles and spreader must assure that no salt or sand remains on any portion of the vehicle or spreader.

**SNOW PLOWING ROUTES
WINTER 1991-1992**

SECTION	FOREMAN	RADIO	WORKING FOREMAN	RADIO MEET CONTRACTOR
	BILL ARTHUR N. CAMBRIDGE TO SOMERVILLE LINE	5	R. LITWINSKI	49-OLD SEARS BLDG.
2	STEVE EDMONDS MASS. AVE. TO GARDEN STREET	12	PETER BACCI	45-OLD CAR BARN.
3	WILLIAM MEDEIROS CLAYLANDS	19	RICHARD WOODS	61-SOZIO'S
4	DANIEL WHITE MT. AUBRUN SECTION	18	ROBERT FRATTO	44-GOLF COURSE- CUSHING STREET
5	J. GREENE HARVARD SQUARE	8	ARTHUR MAHONEY	65-HARVARD & QUINCY
6	F. BRACKEN MID-CAMBRIDGE	42	GERALD REGO	47-SENNOT PARK
7	M. STONE WARD #5	13	CLEMENT JONES	41-SALV. ARMY MASS AVE.
8	FRED CABRAL	16	H. TREVETTE	40-BROAD- WAY AT DRAPER LAB/RR.TR
	RICHARD MEDEIROS ALL SCHOOLS	9		
	SUPERVISORS WILLIAM FRAZIER NORTH ROUTES	17	CHECK SIDEWALKS HARVARD SQ. ARE	
	ROBERT SIMARD SOUTH ROUTES	4		
	DISPATCHERS ROBERT KEATING JEREMIAH LUCEY	3 6		
	PUBLIC PARKING LOTS/TRAFFIC DEPT./ *LISTING OF ALTERNATES SEE PG.21			

25
SNOW EMERGENCY TOW ROUTES

TIME DECLARED _____ DATE _____ TIME OUT _____ DATE _____

ROUTE A: FOREMAN _____ POLICE OFFICER _____ TOW CO. _____

1. Mass. Ave. - Jarvis St. to Alewife Brook Pkwy. (Odd Side)
2. Mass. Ave. - Alewife Brook Pkwy. to Cambridge St. (Even Side)
3. Concord Ave. - Fresh Pond Pkwy. to Arsenal Sq. (Even Side)
4. Craigie St. - Concord Ave. to + 200' South

ROUTE B: FOREMAN _____ POLICE OFFICER _____ TOW CO. _____

1. Broadway Portland St. to Quincy St. (Odd Side)
2. Broadway - Quincy St. to Portland St. (Even Side)
3. Quincy St. - Broadway to Harvard St.
4. Inman St. - Broadway to Mass. Ave. (Odd Side)
5. Prospect St. - Hampshire St. to Cambridge St. (Even Side)
6. Hampshire St. - Prospect St. to Cambridge St. (Odd Side)
7. Hampshire St. - Cambridge St. to Prospect St. (Even Side)

ROUTE C: FOREMAN _____ POLICE OFFICER _____ TOW CO. _____

1. Mt. Auburn St. - Eliot St. to Fresh Pond Pkwy.
2. Mt. Auburn St. - Fresh Pond Pkwy. to Eliot St.
3. Eliot St. - Mt. Auburn St. to JFK St.
4. JFK St. - Eliot St. to Harvard Sq. (Both Sides)
5. Mt. Auburn St. - JFK St. to Putnam Ave.
6. Mt. Auburn St. - Holyoke St. to Holyoke Pl. (Even Side)
7. Mass. Ave. - Trowbridge St. to Harvard Sq. (Both Sides)

ROUTE D: FOREMAN _____ POLICE OFFICER _____ TOW CO. _____

1. Brookline St. - Hastings Sq. to Mass. Ave. (Odd Side)
2. Mass. Ave. - Putnam Ave. to Charles River (Even Side)
3. Mass. Ave. - Charles River to Putnam Ave. (Odd Side)

ROUTE E: FOREMAN _____ POLICE OFFICER _____ TOW CO. _____

1. Third St. - Broadway to Msgr. O'Brien Hwy. (Odd Side)
2. Cambridge St. - First St. to Quincy St. (Both Sides)

December 12, 1991

1991/92 SNOW/ICE CONTROL VEHICLES

TRUCK #	DESCRIPTION	RADIO
71	S-1 SALTER (CENTER BLADE, FRONT PLOW)	71
74	S-2 SALTER (CENTER BLADE, FRONT PLOW)	74
82	S-3 SALTER (CENTER BLADE, FRONT PLOW)	82
81	S-4 SALTER (CENTER BLADE, FRONT PLOW)	81
84	S-5 SALTER (CENTER BLADE, FRONT PLOW)	84
86	S-6 SALTER (CENTER BLADE, FRONT PLOW)	86
79	S-7 SALTER (CENTER BLADE, FRONT PLOW)	79
72	S-8 SALTER (CENTER BLADE, FRONT PLOW)	72
83	S-9 SALTER (CENTER BLADE, FRONT PLOW)	83
87	S-10 SALTER (CENTER BLADE, FRONT PLOW)	87
202	S-11 SALTER-SMALL / FRONT PLOW	202
200	S-12 SALTER-SMALL / FRONT PLOW	200
75	S-14 SALTER (CENTER BLADE, FRONT PLOW) SPARE	75
76	9 YARD (FRONT PLOW)	
76	9 YARD (FRONT PLOW)	
78	9 YARD (FRONT PLOW)	
80	9 YARD (FRONT PLOW)	
49	3 YARD (FRONT PLOW)	49
89	3 YARD (FRONT PLOW)	
91	3 YARD (FRONT PLOW)	
92	3 YARD (FRONT PLOW)	92
93	3 YARD (FRONT PLOW)	
94	3 YARD (FRONT PLOW)	
95	3 YARD (FRONT PLOW)	
96	5 YARD (FRONT PLOW)	
85	TRACTOR (BUCKET)	
111	TRACTOR (BUCKET)	
102	PAYLOADER (BUCKET)	102
103	PAYLOADER (BUCKET)	103
104	PAYLOADER (BUCKET)	104
110	PAYLOADER (BUCKET)	110
122	BOMBARDIER (FRONT PLOW)	
123	BOMBARDIER (FRONT PLOW)	
124	BOMBARDIER (FRONT PLOW)	
127	SKAT (POWER BLADE)	
145	SEWER (FRONT PLOW)	
146	SEWER (FRONT PLOW)	146
147	FLAT BED (FRONT PLOW)	
201	4 X 4 (FRONT PLOW)	
203	4 X 4 (FRONT PLOW)	
204	4 X 4 (FRONT PLOW)	
205	4 X 4 (FRONT PLOW)	

THE
WORKS

27.

11 The Village Street
Cambridge
Massachusetts 02129
617 452 1000

TO: All Supervisors and
Foremen

FROM: Richard Medeiros *R Med*
Snow Duty Supervisor

DATE: November 27, 1991

SUBJECT: SNOW ROUTES 1-4
(See attached)

Please be advised that it shall be the responsibility of all Supervisors and Foremen to make sure that the streets on the attached lists are salted and plowed in every snow removal operation for emergency vehicles.

Thank you for your cooperation in this matter.

28.

ROUTE #1

UNIVERSITY ROAD	APPLETON ROAD
NUTTING ROAD	DUNSTABLE ROAD
REVERE	KENNEDY ROAD
BREWER	CHANNING PLACE
GERRY	LINCOLN LANE
CHAPMAN PLACE	GRACEWOOD PARK
FARWELL PLACE	HAWTHORNE PARK
MIFFLIN PLACE	POPLAR ROAD
HILLIARD PLACE	WATERMAN ROAD
FULLER PLACE	
ASH ST., PLACE - ACACIA - KENWAY - DOANE	
DINSMORE COURT	
FOSTER PLACE	
SIBLEY COURT	
CAMDEN PLACE	
MAYNARD PLACE	
LONGFELLOW ROAD	
BRATTLE CIRCLE	
BERKELEY PLACE	
CRAIGIE CIRCLE	
BUCKINGHAM PLACE	
GARDEN TERRACE	
CLEMENT CIRCLE	
WYMAN ROAD	

29.
ROUTE #2

GARDEN TERRACE

WHITE PLACE
TENNEY
MILLER
GOLD STAR COURT
MORRISON COURT
WASHBURN TERRACE
KASSUL PARK
HARRINGTON ROAD
WESTLEY AVE.
GEORGE
THERIAULT COURT
KIMBALL LANE
HOLLIS PARK
ST. GERARD TERRACE
RINDGE TERRACE
PEMBERTON TERRACE
WARWICK PARK
COGSWELL PLACE
BELLEVUE - BOTH ENDS
WYMAN
HILLSIDE PLACE
AVON PLACE
POTTER PARK
EXETER PARK
NEWPORT ROAD
SACRAMENTO PLACE

30.

ROUTE #3

ARCADIA
TRAYMORE
HARRIS
KIRKLAND PLACE
SEDGWICK ROAD
KIRKLAND ROAD
FRISBIE PLACE
IRVING TERRACE
ASHTON PLACE
BALDWIN COURT
NICHOLS PLACE
EMMONS PLACE
LAMONT AVENUE
ELLSWORTH PARK
TROWBRIDGE PLACE
HIGHLAND PARK
FAINWOOD CIRCLE
FAYETTE PARK
INMAN PLACE
WEST ST.
WEST ST., PLACE
BROADWAY TERRACE
KING PLACE
AMORY PLACE

31.

ROUTE #4

CLARY ST.

OAKLAND

RICHARDSON

NORFOLK COURT

DICKINSON

EATON

WASHINGTON TERRACE

FISKE PLACE

LAMSON PLACE

PERCEY PLACE

ASHBURTON PLACE

MURDOCK ST.

ST. PAUL

ARNOLD CIRCLE

ATHENS TERRACE

FALLON PLACE

WALKER COURT

PEARL TERRACE

ROCKINGHAM PLACE

GORDON PLACE

STINSON COURT

PLEASANT PLACE

BALLARD PLACE

RIVERSIDE PLACE

Snow Exemption List

12/6/91

LAST	FIRST	MIDDLE	ADDRESS	STREET	APARTMENT	ZIP	PHONE	SNOWEXEMPT
BLACKMAN	MILLICENT		99	BROOKLINE STREET		02139	491-4366	Y
BOISVORT	PHILIP		49	CEDAR STREET		02140	864-2123	Y
BOWDEN	EVELYN		13	HARRINGTON ROAD		02140	868-3635	Y
BYRNES	HESTER	E.	210	HAMILTON STREET		02139	547-9240	Y
CHASE	MILDRED		16	IVY STREET		02138	547-7164	Y
DEMARCO	JOHN		139	LEXINGTON AVENUE		02138	547-8682	Y
FRANCIS	MARY		288	HURLEY STREET		02141	491-1553	Y
HAWES	MARGARET		45	R. C. KELLEY ST		02138	354-0902	Y
MIKAL	MARGARET		14	WALDEN STREET		02140	354-4588	Y
MURPHY	THOMAS		114	HAMILTON STREET		02139	547-6218	Y
TUCKER	VICTORIA		24	DECATUR STREET		02139	547-1544	Y
WYCHE	VELMA		17	ROCKWELL STREET		02139	864-8395	Y

CAMBRIDGE
DEPARTMENT
OF PUBLIC
**THE
WORKS**

David A. Haley
Commissioner

147 Hampshire Street
Cambridge
Massachusetts 02139
617-349-4800

November 1991

Dear Resident:

Now that winter is almost upon us, I would like to remind all Cambridge residents that it is unlawful to reserve curb parking by setting up barriers, old chairs, trash barrels, or any other place holder on the street or sidewalk. This practice is against City Ordinances which prohibit obstruction and littering of public ways.

It is very difficult to keep the streets clear of snow and ice in Cambridge due to the density of the City, its narrow streets, traffic volume and lack of off street parking. Placing barriers in the street to reserve a parking space severely hinders the Department of Public Works' ability to keep the streets safe for vehicular and pedestrian travel.

Therefore, it will continue to be the practice of the Department of Public Works to pick up these barriers and dispose of them on a daily basis. The City will not take responsibility for these barriers being disposed of after they are removed.

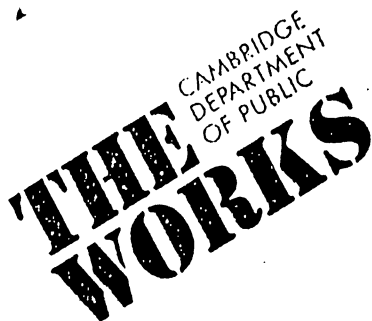
I shall appreciate your cooperation and support in the adherence to these City Ordinances.

If you have any questions please contact the Public Works Department at 349-4800.

Sincerely,

David A. Haley
David A. Haley
Commissioner





David A. Haley
Commissioner

December 1991

147 Hampshire Street
Cambridge
Massachusetts 02139
617-349-4800

Dear Resident:

Please be advised that City Ordinance 12.16.110 requires that the owner or occupant of private property that borders a sidewalk, clear snow from the sidewalk within twelve hours after snow ceases to fall in the daytime, and before 1 P.M. after a snowfall during the evening.

In addition, all ice must be removed from the sidewalk or covered with salt, sand or other suitable substance, by the owner or occupant within six hours after the sidewalk becomes covered by ice.

This Ordinance was passed by the City of Cambridge and is enforced by the Cambridge Department of Public Works to insure the health and safety of all of the residents of the City.

Please make every effort to comply with this Ordinance in the interest of public safety.

Failure to comply will result in a warning for the first violation and a twenty-five dollar ticket for the second violation.

If you have any questions please feel free to contact Mr. Daniel Evans at the Public Works Department, who may be reached at 349-4808.

Thank you for your attention to this matter.

Sincerely,

A handwritten signature in cursive script that reads "David A. Haley".

David A. Haley
Commissioner





CITY OF CAMBRIDGE
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EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

RICHARD C. ROSSI
Deputy City Manager

January 13, 1992

To The Honorable, The City Council:

In reference to Awaiting Report Item No. 12, regarding the snow removal policy, please find attached a response from David A. Haley, Commissioner of Public Works, relative to this issue.

Very truly yours,

Robert W. Healy
City Manager

RWH/mev
attachment

CONSENT AGENDA # 4

S-1

Awaiting Report Item Number Twelve,
regarding the snow removal policy.

In City Council,

January 13, 1992

Placed on file