

CITY OF MERIDEN

DEPARTMENT OF PUBLIC WORKS

KEY PROGRAMS - INFORMATION GUIDE



This document was prepared by the City of Meriden Department of Public Works and contains information regarding snow removal, parking bans, leaf and Christmas tree collection, and other important information.

Snow & Ice Control Goals

The goals of the City of Meriden snow and ice control operations are to provide cost effective clearing and removal of snow and ice from City streets, to minimize the hazards of slippery road conditions encountered by both pedestrian and vehicular traffic, to reduce economic losses associated by workers unable to reach their destination, and to restore traveling conditions throughout the City in the shortest time possible after completion of each storm event.

BEFORE THE WINTER STORM

Snow Plowing Protocol / Priority

The City is responsible for plowing approximately 190 centerline miles of streets. To accomplish this, the City has established a **priority plowing system** based on the following parameters:

- Arterial (main) roads (i.e. East Main Street, West Main Street),
- Collector (secondary) streets (i.e. Paddock Avenue, Hanover Street)
- Residential subdivision streets and cul-de-sacs
- Parking lots
- Sidewalks

NOTE: A single pass may occur on a residential subdivision street until the snowfall ends. Then all roads are plowed curb to curb.

Anti-Icing

Anti-icing refers to strategies and techniques used to prevent snow from bonding to the road surface. Salt and/or salt brine maybe applied to the road surface in advance of the storm. The salt lowers the freezing temperature of water and prevents ice from bonding to the road. De-icing, in contrast, refers to snow and ice removal after bonding has occurred.

Anti-icing creates brine on the road surface that acts as a barrier between falling snow and the pavement. Snow may accumulate on the road surface, but because of the brine barrier, snow won't bond to the road surface.

The key to anti-icing is timing. If the salt is applied to the road too soon, the resulting brine may freeze as the falling snow dilutes it. If it is applied too late after the storm begins, snow will have already bonded to the road surface.

Anti-icing has many advantages:

- City crews can respond to storms more proactively by beginning treatment in advance of the storm.
- Anti-icing enables a quicker return to improved road conditions resulting in fewer delays and crashes.
- If the storm is delayed, some residual salt remains on the road ready to begin work when the precipitation begins.
- Anti-icing can be accomplished using crystal salt or liquid salt brine solution, with or without additional additives.



Reduction of Sand Use

Salt melts snow and ice. Sand does not.

Sand is ineffective once it is buried by snow. Research on friction on pavement treated with sand shows there is little benefit when traffic is present. Therefore, sand is seldom, if ever, used during winter operations.

Benefits of Reduced Sand Use:

- Elimination of sand from entering our brooks and streams.
- Reduction in spring clean-up time for both the City and property owners.
- Reduction in air pollution from blowing sand particles.
- Buildings and homes are cleaner since sand is not tracked in from streets, parking lots and sidewalks.
- Reduction in windshield damage and chipped paint.
- The streets and edges of the road will not have a brown appearance that is associated with the use of sand.

Sand

The City does not use sand as a winter treatment agent, nor does it provide sand or salt for our residents.

School Closings and Delays

Information regarding school closings and delays is reported to the following sources:

Radio –

- WTIC AM 1080
- WTIC 96.5 FM
- WELI AM 960

Television –

- WFSB Channel 3
- WTNH News 8
- NBC Connecticut
- Fox 61

Meriden Public Schools Website: <https://www.meridenk12.org/>

WINTER STORM CLEANUP

Winter Parking Ban

Parked vehicles are the biggest obstacle to effective snow removal. Please support our efforts by parking your vehicle in conformance with Chapter 200, Section 200-25 (C) which states:



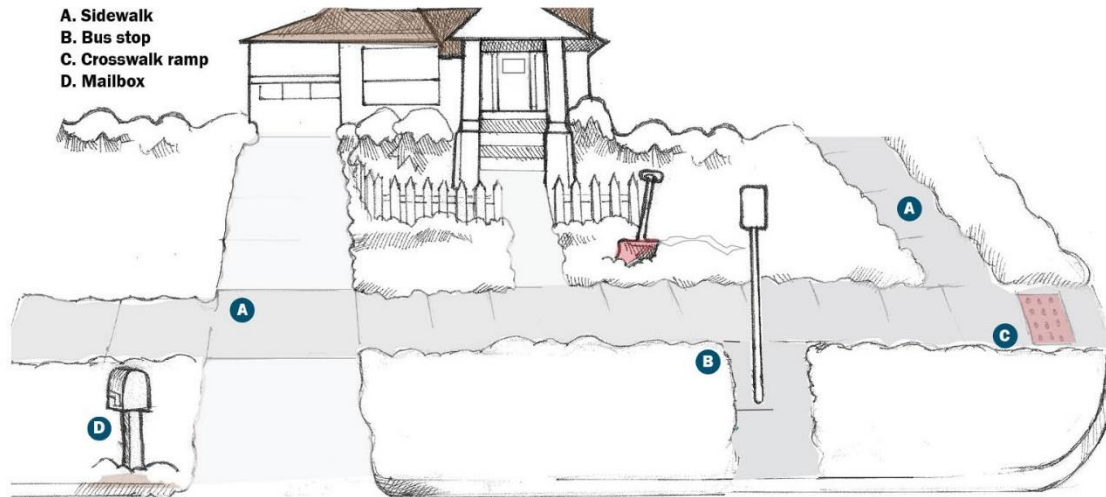
- Parking any vehicle on any public street or highway between November 1 and March 15 during any snow, sleet or freezing rain storm is prohibited.
- The parking of any vehicle on the streets during a snowstorm or until the snow has been completely cleared from the streets following a storm is prohibited between midnight and 7:00 A.M.

Additionally,

- The Director of Public Works may declare a parking ban. Residents should move vehicles from the street prior to the start of a snowstorm. This makes plowing safer, more efficient and cost effective.
- When a parking ban has been declared, the City provides off street parking at:
 - Columbus Park (Lewis Ave)
 - Washington Park (Liberty St.)
 - Ceppa Field (Gale Ave)
 - Jack Barry Little League Field (Britannia St)
 - City Park (Park Ave/Bunker Ave/Warren St)
 - Municipal Lot (Catlin St at Miller Street)
 - Municipal Lot (East Main St at St Casimir Drive)
 - 79 Miller St (across from Library)
 - Corner of Orange St and Cook Ave
- State of CT Commuter Lots in Meriden are located at:
 - Lewis Ave @ Route I-691 (Exit 6)
 - Bee St @ I-91 / East Main St.
- Information regarding storm specific parking bans are reported to the following television and radio station:
 - WFSB – Channel 3
 - WTNH – Channel 8
 - WVIT – Channel 30
 - WTIC – Fox 61 &
 - WTIC – AM 1080
 - WELI – AM 960

- Parking ban information is available through the City's website.

Sidewalk Clearing



Residents are reminded that Section 180-46 of the City Code requires the owner or the owner's agent of any property abutting upon any street or public place in the city where there is a sidewalk to **remove snow from the sidewalk within 12 hours after sunrise.** Failure to comply with this ordinance may result in a fine. These areas include any adjacent sidewalks (A), both sides if on a corner, bus stop walks (B), and handicap ramps (C).

Section 180-47 of the City Code requires the owner or the owner's agent of any property abutting upon any street or public place in the city where there is a sidewalk covered with ice, within the space of six hours thereafter and during the daytime, to make the sidewalk (A), (B), & (C) safe and convenient by removing the ice and covering the sidewalk with sand or a similar product and renew the application as needed to keep the sidewalk safe and convenient.

The City is not responsible for clearing mailboxes (D) of snow and/or ice. Please see mailboxes section below.

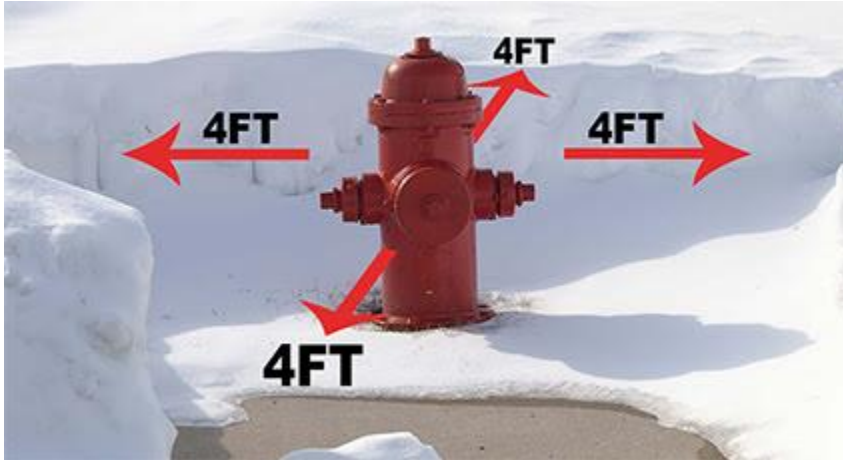
Section 180-50 of the City Code **prohibits the depositing of snow or ice into any city street** in a manner that may impede or cause inconvenience to public travel.

Please remember the final snow plow pass is not made until several hours after the storm has ended. The final pass, which cleans the road from curb to curb, will result in snow being re-deposited onto your sidewalk or into your driveway entry. Your cooperation in clearing the sidewalks is an essential safety measure for children and other pedestrians using the sidewalks.

For additional information regarding the City's Snow and Ice Removal Ordinance, please visit <https://ecode360.com/13519262#13519262>

Fire Hydrants

Owners of property and occupants of buildings that have a fire hydrant located in front of it are requested to clear a four-foot area in all directions around the hydrant and a three-foot wide path from the street to the fire hydrant. The Fire Department counts on hydrants being cleared of snow to help protect your safety.



Catch Basins

Help minimize street flooding by shoveling snow and ice away from any catch basin or similar drainage structure located near your property. This includes keeping catch basin grates free of leaves and other debris all year long.

Mailboxes

While plow truck drivers make every effort to avoid mailboxes, they do, on occasion, hit or knock one over. Operators report these incidents to their supervisor. It is also possible that mailboxes can be knocked over by heavy snow being displaced by the plow without the operator's knowledge.

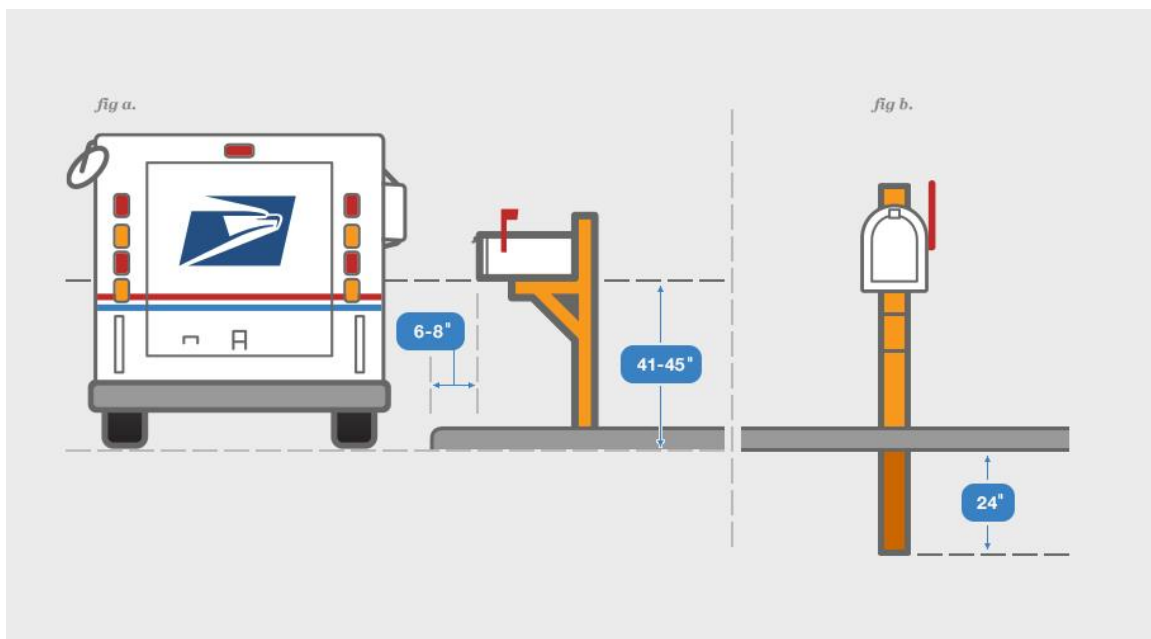
In the event a mailbox or post is physically struck by a City of Meriden Public Works Snow Plow, the City will reimburse the owner up to \$50.00 for the post and/or \$50.00 for the mailbox. No additional cost incurred by the owner, including labor, will be reimbursed. Reimbursement will not occur for damage caused by entities other than the City of Meriden.

No mailbox or post will be reimbursed if damage was caused by the force of snow thrown by a snowplow.

Claims should be filed within seven (7) days of the damage. Claims should be filed with the City Clerk by filling out the “Mail Box Claim Form” available on the City Clerk’s website or in the City Clerk’s Office.

The U.S. Postal Service (USPS) has published standards for the installation of mailboxes. These standards are summarized below:

- All mailboxes should be securely fastened to a sturdy post which is sufficiently anchored in the ground to resist the impact of plowed snow.
- The bottom of the mailbox shall be 41” to 45” from ground level.
- No part of a mailbox arm or post may be closer than 6” to 8” inches from the face of the curb or edge of the pavement if a curb doesn’t exist to prevent contact by the snow plow. The face of the mailbox shall be no greater than 12” away from the edge of the road or face of curb in accordance with US Postal Service Guidelines.
- All mailboxes should have a handle, flag, and the house number on the right side as you face it from the street.
- Customers must keep the approach to their mailbox clear of obstructions to allow safe access for delivery. If the postal employee is impeded in reaching a mailbox, the Postmaster may withdraw delivery service.
- Curbside mailboxes must be installed to allow safe and convenient delivery by carriers without leaving their vehicles. (US Postal Service graphic)



Driveway Clearing Tips

The following suggestions are intended to make your driveway snow removal easier and safer.

- If possible, wait until the road has been completely plowed to the curb/edge of pavement before shoveling the last 5 to 10 feet of your driveway. It may take around 6 hours, in some cases more, after a typical snow storm has ended for the City to clear snow from all roads to the curb/edge of pavement.
- It is best to place the snow on the far side of your driveway, away from the direction the plow is traveling. In most cases, this means placing the snow on the right side of your driveway as you face the road. This way the plow will carry the snow away from your driveway, rather than back into it. **The City is not responsible for snow which is deposited in private driveways.**
- Do NOT shovel, blow, or plow snow from your driveway or sidewalk into or across the road. Section 180-50 of the City Code prohibits the depositing of snow or ice into any city street in a manner that may impede or cause inconvenience to public travel. **Remember, you are responsible for the actions of your contractor.**
- Shoveling or plowing snow onto the road creates a hazard to other road users and snow plow operators.
- Do NOT allow children to play on snow banks along the side of the road. The City may need to push back snow banks days after a storm to create room for the next snow event.
- Do not clear snow off your vehicle onto a road that has already been plowed.

Winter Driving Checklist and Tips

Winter driving demands extra caution and preparedness. The CTDOT and the City of Meriden encourages drivers to take the following precautions when navigating icy and snowy conditions:



- **Slow Down:** Reduce your speed to match road conditions. Always assume road conditions are worse than they are and allow additional travel time. Drive cautiously and courteously. Allow for increased stopping distances and avoid sudden movements. Allow extra time to reach your destination. During storms, travel only when absolutely necessary.
- **Clean your vehicle,** including the roof and all windows, of all snow and ice.
- **Maintain a Safe Following Distance:** Keep a safe distance from the vehicle in front of you to allow for ample reaction time. Keep a safe distance from plow trucks, a minimum of 75 feet, and other vehicles.

- **Use Winter Tires:** Equip your vehicle with winter tires to enhance traction on slippery surfaces. Use, at least, all-season tires on your vehicle.
- **Stay Informed:** Check weather forecasts and road conditions before embarking on a journey. Postpone travel if conditions are severe. Motorists can use the website <https://ctroads.org/> for real time traffic conditions and to check for traffic delays before they hit the road.
- **Carry Emergency Supplies:** Pack a winter emergency kit with essentials such as blankets, water, snacks, a flashlight, and a first aid kit.
- **Never drive impaired.** Whether it's snowing or not, it is never okay to drive impaired.
- **Make your vehicle winter ready.** Carry a shovel, flashlight, flares and salt in your vehicle. Keep windshield wipers and defoggers in good condition. Keep your vehicle fuel tank full. Top off before reaching half a tank.



OTHER SEASONAL CLEANUP

FALL:

Leaves and Trees

The City provides residents with curbside pick-up of bagged leaves. Leaves in plastic bags will not be collected; only paper bags are permitted. Only paper tape such as masking tape should be used to seal bags. No appointment necessary. The City collect leaves randomly beginning around November 15 and ends around mid-December, depending on weather. When raking/blowing leaves, leaves should not be deposited into the street as this may result in localized flooding due to the clogging of catch basins and may impact the ability for drivers to safely stop when the leaves are wet.. **The City does not collect leaves in the spring.**

The Transfer Station which is located at 226 Evansville Ave, has extended weekday hours during the month of November for the disposal of leaves and brush. The Transfer Station is also open every Saturday in November. Visit the Department website for more details.

If there is a tree in front of your home that you believe should be removed due to possible disease, causing damage to the sidewalk or severely unbalanced due to trimming by the utility companies, contact the Parks and Recreation Department at 203-630-4259.

WINTER:

Christmas Trees

The City provides curbside pick-up of Christmas trees during the month of January. No appointment is necessary. Collection begins right after “Three Kings Day” (the first Monday after New Year’s Day). Specific starting dates are posted on the City’s website and Facebook page. Residents may dispose of Christmas trees at the Transfer Station, which is located at 226 Evansville Ave., at no cost during normal Transfer Station hours. For hours of operation, please visit the City’s website.

All ornaments, lights, garland, etc. shall be removed from the tree. Trees in plastic bags will not be collected nor accepted at the Transfer Station.

Portable Basketball Hoops

Residents are asked not to leave portable basketball hoops in the City’s right-of-way. Portable basketball hoops are dangerous to both the snow plow driver and residents when struck. The City is not responsible for damage done by plows to basketball hoops left in the City right-of-way. The City may remove and dispose of such items without prior notice

SPRING:

Street Sweeping

The Public Works Department generally begins the street sweeping program around the last week of March, weather permitting. Residents can assist in the following ways:

- Limit parking on the street until your street has been swept.
- Keep leaves, branches, rocks and other miscellaneous debris out of the street. This can cause damage to the sweeper and delay the program.
- Do NOT place leaves, trash or other debris into catch basins, storm inlets or watercourses.



Potholes

Potholes are formed when water seeps into cracks in the pavement surface and the continual freeze-thaw cycle moves the surface of the pavement. Unfortunately, during periods where the weather fluctuates from freezing to warm temperatures the formation of potholes is unavoidable. Spring temperatures warm the cold pavement, melting and evaporating any frozen water. This action weakens the pavement. Traffic loosens the pavement even more, and it eventually crumbles and pops out. The pounding of tires wears a hole in the underlying gravel and a pothole is formed. A winter of heavy snow or rain and several freeze-thaw cycles result in a big pothole season ahead.

Prior to the winter season, City crews make pavement repairs to help minimize the formation of potholes. The patching of potholes continues throughout the winter. During winter months cold patch is used to repair potholes. The City utilizes a patch truck which has the ability to raise the temperature of the patch material thereby creating a longer lasting patch. During the warmer months, this same vehicle is used to maintain the temperature of hot asphalt which translates into a better patch.



DEPARTMENTAL SERVICES

Utility and Roadway Construction Permits

Prior to the construction of driveways, sidewalks, storm drains, water services, sanitary sewers, etc., a permit is required from the Engineering Division of Public Works. A permit is also required for the placement of a dumpster within the City's right of way.

Application forms, City standards, and directions are available on the City's website. The address is:

<https://www.meridenct.gov/government/departments/public-works/engineering-documents/>.

Recycling

By State Statute and City Code, recycling is required. If you are not sure if an item can be recycled, go to <https://www.recyclect.com/> to find out!

The following items are recyclable:

- Food and Beverage Containers including clear or colored glass bottles/jars, single serve containers, pint, quart, and half gallon juice and milk cartons, laundry detergent and shampoo bottles.
- Paper including newspapers, inserts, magazines, catalogs, junk mail, phone books, office paper and gray board (cereal boxes, paper towel tubes, shoeboxes, etc), stationary, envelopes including those with plastic windows and direct mail pieces.
- Glass and Metal Food Containers including aluminum foil baking pans.
- Numbers 1 through 7 plastic containers
- Corrugated Cardboard

Please note that all items must be free of contamination and be clean.

The following items **are not acceptable** recyclable items.

- Household trash, ceramics and appliances.
- Aerosol cans.
- Prescription Drug Containers.
- Knives, light bulbs, mirrors, syringes/needles and window glass.
- Plastic bags.
- Toxic fluids such as antifreeze, motor oil, pesticides, paint cans, pool chemicals and household cleaners.
- Plastic toys.
- Hazardous Waste

The following electronic devices can be recycled during normal Transfer Station hours at no charge: Monitors, CPUs, Batteries (non-lead acid), PDAs, Cell Phones, Fax Machines, CRTs, Terminals, Stereos, Radios, Toner Cartridges, Printers, Keyboards, Copiers, Telephones, Cables, VCRs, Modems, Mainframes, Typewriters, Laptops, Televisions and Inkjet Cartridges.

The City also accepts mattresses for recycling at no cost only if they are not frozen, wet/saturated, badly stained/partially or fully shredded and free of bed bugs. The attendant determines if the mattress may be disposed of at no cost. Otherwise there is a charge to dispose of the mattress. The number of mattresses disposed of by residents may be limited.

Transfer Station

The Public Works Department operates and maintains a bulky waste Transfer Station for the benefit of its residents. The Transfer Station is located at 226 Evansville Avenue, opposite the Meriden Markham Municipal Airport and immediately south of the Meriden Water Pollution Control Facility.

- Transfer Station fees are per vehicle, per use, payable at the Transfer Station
- The use of commercial vehicles is not permitted.
- We accept cash and checks.
- Checks must have your current phone number printed on them and starter checks are not accepted
- Leaves and brush are accepted from any non-commercial vehicle at no charge.
- Proof of residency is required.

For additional information, please visit the City's website, <https://www.meridenct.gov/>. From the home page, click on City Services>public works>transfer station.



Street Lights

The City of Meriden owns and maintains the street lights that illuminate our streets. If you find a street light that is not working, you may report this via the City website and available work order system at <https://www.meridenct.gov/request-for-service/>

Tag Sale and Garage Sale Signs

The City of Meriden respectfully request that you remove and properly dispose of these signs after your event. Removal of these signs will assist in improving the appearance of our neighborhoods as well as reducing litter.

Household Hazardous Waste

The City of Meriden is a member of HazWaste Central a regional recycling organization dedicated to the collection and proper disposal of household hazardous waste. The program runs from mid-May to the end of October each year and there is no fee. The drop off site is located at the South Central Regional Water Authority, 90 Sargent Drive, New Haven, CT. For additional information, please visit the HazWaste Central website at www.rwater.com. Then click Products & Services>HazWaste Services.



HazWaste Central holds weekly collection events every Saturday during the HazWaste season from 9:00 a.m. to 12:00 p.m. at The Regional Water Authority headquarters located at 90 Sargent Drive, New Haven, CT. The HazWaste season typically begins in May and ends in October. <https://www.rwater.com/hazwaste/>

Please pre-register for the collection event you would like to attend. Attendance to multiple collection events throughout the Hazwaste season will require registration for each visit. Please complete a separate registration form for each collection event.