

# Vermont Local Roads NEWS

SAINT MICHAEL'S COLLEGE

ONE WINOOSKI PARK, BOX 260

COLCHESTER, VERMONT 05439

## ANNUAL REPORT

*Editor's Note: The following excerpt is from our Annual Report for the calendar year 2012 addressing training and partnership networks and internal operations. Visit our website to download the complete report.*

### Training & Partnership Networks

Vermont Local Roads held 41 training sessions covering 17 topical areas in the year 2012. The program saw over 1,100 participants and over 5,000 training hours delivered. Six workshop topical areas were newly developed for 2012: Beaver Management, Designing Pedestrian Facilities for Accessibility, Geosynthetics- The Future of Mitigation?, Road System Management Software 2011 (RSMS '11), Working Over Water Safety (Foremen Group) and a Pilot Regional Safety Day. Workshop length has been adjusted so the majority now last four hours, rather than six. We've also worked to increase our use of municipal facility resources to promote training and have our presence seen in a number of communities. A profound shift is underway in our center to create an expanded offering of training that is specifically geared to subgroups in the wide spectrum of stakeholders we serve through our mission. For example, we facilitated a day-long training session primarily for Regional Planning Commission (RPC) transportation planners on RSMS '11 using our colleagues from the Maine LTAP Center to instruct.



VLR Staff (left to right): Erik Wells, Maureen Dakin, Michele Peoples and David Antone.

We made great strides to improve our relationship with each of Vermont's 11 RPCs in order to combine our efforts and resources, rather than operate in separate silos with the same overarching objectives. The RPCs are a valuable partner and an asset to the local stakeholders they serve. A center representative now attends each Transportation Planning Initiative (TPI) monthly meeting with transportation planners from each RPC and Agency of Transportation (VTrans) Representatives.

Continued on Page 3

### INSIDE THIS ISSUE



Using salt brine to aid in winter operations at the municipal level **Pages 6 & 7**

- Dir. Msg.: p.2
- Foremen Groups: p.2
- VTrans Aid: p.4
- Toward 0 Deaths: p.5
- Scholar Grads p.8
- Inspection: p.9
- Business Email p.10
- Road Notes: p.11



## A MESSAGE FROM OUR CENTER DIRECTOR



As the Vermont Local Roads program gears up for another busy season, I would like to reflect on how much I have enjoyed learning more about the Vermont Municipalities that we serve. Thanks for having me as a welcomed guest in your town's facilities and thank you for taking the time to share with me the workings of your daily operations. Most of the answers

to frequent daily transportation questions already exist within the ranks of our local Vermont workforce. I hope you will continue to share that information with us and allow us to share it with your partners in the Vermont transportation community.

I also especially want to thank those of you who are directly helping other communities by sharing your expertise on the Vermont Local Roads list-serve. Your participation has been a big boost to our efforts of making the list-serve a valuable resource for towns. List-serve membership has more than doubled over the past

season and will continue to grow as more towns use this resource for exchanging valuable information. Our hosting the list-serve makes it available as a tool but it is your participation that makes it a success. Thank You! As I thank you for opening your doors to our program and participating in our efforts to serve others as well as meet your own needs, I have one parting thought about the service we provide to you. Having a small staff and very constant demand, we sometimes have things fall through the cracks or sometimes our efforts just don't hit the mark. This is to be expected on occasion and is never our intention. Please let us know when that happens so we can provide a more suitable reply. We welcome your feedback when it comes to improving the quality of our services.

I look forward to the coming season and the opportunity to meet with more of our municipal partners.

Sincerely,

David Antone

---

## ROAD FOREMEN GROUPS

Road Foremen networks are active throughout Vermont, three new networks were established in 2012. These meetings convene to discuss pertinent issues and can include mini-workshop training taught by Local Roads or a partnering organization. If our LTAP center is not presenting at a foremen meeting we strive to have a staff member attend to stay apprised of current issues facing the group. If you would like more information about road foremen meetings please contact the transportation planner for your regional planning commission. If you need help reaching them please contact our office and we will help you connect. Our program will develop and either teach or facilitate the delivery of training topics to these groups that are needed in the regions. Be active and involved in these groups to network and request training topics so we can serve you to the best of our abilities.



Road foremen attendees at a meeting for Orange and Windsor Counties observe a new salt brine system at the Windsor AOT District Garage. The meeting also covered RSMS '11 software, Town Road & Bridge Standards, Complete Streets Legislation and relayed information from the Designing Pedestrian Facilities for Accessibility Training Session Vermont Local Roads put on last December. These regional meetings are coordinated jointly by the Two-Rivers Ottaquechee and Southern Windsor Planning Commissions. Photo courtesy of Rita Seto.



# ANNUAL REPORT

Continued from Page 1

We work with the Vermont League of Cities & Towns (VLCT) on a number of endeavors. In 2012, we provided joint training, presented at its annual Selectboard Institute, used the Municipal Assistance Center for legal assistance for service requests, participated with a booth at its annual Town Fair, and provided fiscal assistance to produce additional copies of a great work zone resource guide for road foremen.

In 2012, we took steps to solicit potential trainers from state agencies and municipal governments. Our vision is to draw on local resources to provide the most relevant and responsive training for our constituents. This will also provide efficiencies that allow us to expand our class offerings without expanding our existing staff. Creating a list of local experts/agencies will enable our program to present, on request, to small groups to answer real time questions. Road foremen groups or small towns in rural areas are often seeking these impromptu trainings. This will add flexibility to our program that helps our customers deal with current issues on a state-wide basis. Other workshop offerings won't change, this initiative is being developed to enhance our services. We took the first step in implementation last December by facilitating a survey to stakeholders around Vermont asking for those interested in teaching to share their backgrounds with us. If you missed this opportunity please be in touch.

## Internal Operations

The overarching theme in the past year has been to adjust our internal processes and learning to facilitate a continuum of service delivery and development. We are working to ensure each aspect of our center's operations are set to build off and complement each other. For example, a more efficient and detailed system of documenting and fulfilling service requests implemented in 2012 allows these report documents to be transitioned into topical center publications by combining related subject matter, and then adding any necessary additional information. This uses a crowd-sourced topic delivery system to help drive center publications that are specific to the State of Vermont. We began using this process to develop a Class 4 Roads and Trails

Guide that will be completed in early 2013. Similarly, our Director has taken over site visit service request fulfillment, and the topical reports he delivers towns (i.e. gravel road management) will be utilized to drive center publication and workshop content. It is through your questions and inquiries that we can attain the pulse of what training assets are needed in the field, and then deliver them to you. This systemic shift utilizes our internal capacities to a greater extent than before, acting for us to become a more efficient center to produce and distribute publications and training materials. In addition to the situational and informational assets we are compiling, we are adding visual training aids through pictures and videos. This media library began in 2012 by taking and categorizing a number of pictures relating to subject matter from all around Vermont.

In order to assess the impact of our website changes on traffic to the site and to monitor visitor engagement, we launched Google Analytics in July 2011. In looking at the last three 6-month time periods (July 2011-December 2011, January 2012-June 2012, July 2012-December 2012), we have seen increases in all visitor engagement measures. In fact, the percent of returning visitors to [vermontlocalroads.org](http://vermontlocalroads.org) increased from 25% in the 2<sup>nd</sup> half of 2011, to 39% in the 1<sup>st</sup> half of 2012, to 44% in the 2<sup>nd</sup> half of 2012, implying that our target audience is returning to the site more frequently. We are not only seeing an increase in return visitors but the quality of those visits has also increased. The duration of the average visit increased from 2:03 minutes in the 2<sup>nd</sup> half of 2011, to 2:18 minutes in the 1<sup>st</sup> half of 2012, to 2:20 minutes in the 2<sup>nd</sup> half of 2012. The availability of material downloads from our site has cut down on the staff time and mailing costs of hard copy materials.

## State of the Center

The overall state of our center is very strong. We are secure in location and funding generously exceeds minimum levels at the State level. Our partnership networks expanded and were strengthened in 2012. Transitions and improvements to internal operations and staffing continue to make our services efficient and valuable to our stakeholders. Through transitions made in 2012 we will look to build and continue our momentum in 2013 and look forward to continuing to meet your transportation needs.



## VTRANS ASSISTS IN BOSTON NEMO CLEAN UP

VTrans sent 36 personnel and 15 trucks and loaders to assist the City of Boston in digging out from Winter Storm Nemo last month. The assistance was part of the Emergency Management Assistance Compact (EMAC) Vermont is a part of. EMAC offers assistance during governor-declared states of emergency through a system that allows states to send personnel, equipment, and commodities to help disaster relief efforts in other states. The employees that went on the trip all volunteered to help, VTrans District Transportation Administrator Tammy Ellis, who helped supervise operations in Boston said. Over 100 VTrans employees responded the evening of Saturday, February 9 when the call went out across districts looking for volunteers to make the trip, Ellis said. Crews had spent most of Friday and Saturday working cleaning up from Nemo on Vermont's highways. Just like during the Irene response, there was total dedication to the effort. "When the need is there they meet the call every time," Ellis said.

The Vermont contingent worked to clear city streets by loading and hauling snow away and cleaning up public transportation facilities. Unlike around here where the snow can be pushed off the road in the majority of places, in Boston there is nowhere to put it. It's time consuming and tedious work, Ellis said.

Boston Public Works officials were very appreciative for the help and amazed at how fast the Vermont volunteers were able to load a truck and move onto the next, she added. They were clocked filling trucks in a minute's time.

"Overall it was a great experience," Ellis said. "The people that went really enjoyed it. I never had a complaint from anybody. I can't say enough about that."

VTrans has created a website to post photos and videos from the Boston aid trip. View them at: <https://outside.vermont.gov/agency/vtrans/external/BostonRecoveryPhotos/default.aspx>



*VTrans employees statewide assisted the City of Boston in its clean up from Winter Storm Nemo in mid-February. The 36 employees worked to load and haul snow away from city streets and public transportation facilities. VTrans photo.*



*VTrans volunteers brought 15 trucks and loaders to aid in the clean-up effort, hauling snow from city streets through the night. VTrans photo.*

## TOWARD ZERO DEATHS

By Maureen Dakin  
*Assistant Director*

The message is clear from all levels (the Federal Highway Administration, VTrans, municipalities) that even one death on America's roadways is one too many. To that end, a national strategy on highway safety was developed with the title and goal of "Toward Zero Deaths." The acronym TZD is likely to permeate your consciousness and hopefully your actions as you go about your daily business.

Twenty-three percent of the American population lives in rural areas yet 79% of road fatalities occur in rural areas according to the 2008 Census and the National Highway Traffic Safety Association. Depending on the source, statistically VT ranks first or second as the most rural state. These figures have huge implications for road safety in VT.

Joe Toole, FHWA Associate Administrator, said progress will require a "different way of thinking about roadway, vehicle and driver safety policies." As an example, we often hear in VT that roundabouts don't work and are hard to plow and maintain. Another state with snow and rural areas is Wisconsin. A study of roundabouts conducted between 2009-2011 by the University of Wisconsin's Traffic Operations and Safety Laboratory "showed a 52% reduction in the number of crashes that cause fatalities and injuries." The Lab's Director added, "The data doesn't lie. Roundabouts have been shown to be effective at increasing both the capacity of intersections and their safety. As long as they're appropriately located and designed, they're very productive." (Wisconsin has more than 50 roundabouts with another 100 planned.)

The challenge is to adapt proven safety countermeasures that work for us and for all highway users here in VT. "The most important thing in science is not so much to obtain new facts as to discover new ways of thinking about them." (Sir William Bragg)

What makes Toward Zero Deaths different is that the private and public sectors are sitting at the same table talking the same language. Representatives of the 4Es

(Education, Enforcement, Engineering and Emergency medical services) are collaborating. Decisions are data-driven and systemic. In Vermont the second Strategic Highway Safety Plan is well on its way to being finalized with action plans that will require all of us in the transportation community to do our part.

Perhaps outgoing US Secretary of Transportation Ray LaHood's legacy will be the elevation of road safety to the preeminent position it now holds on the list of the nation's transportation priorities. Are zero deaths a goal that can be reached? If not, what number of deaths is acceptable? Some goals are worth pursuing.

### NATIONAL WORK ZONE WEEK

Each year in April, National Work Zone Awareness Week (NWZAW) is held to bring national attention to motorist and worker safety and mobility issues in work zones. Since 1999, FHWA has worked with the American Association of State Highway and Transportation Officials (AASHTO) and the American Traffic Safety Services Association (ATSSA) to coordinate and sponsor the event. The 2013 National Work Zone Awareness Week is April 15-19 with the theme "Work Zone Safety: We're All In This Together." The 2013 theme highlights the complexities of work zones, especially in urban areas, and the need for awareness and planning on the part of everyone affected by work zones - DOTs, road workers, drivers, bicyclists, motorcycles, pedestrians, emergency response, law enforcement, utility workers.

### VMHA FIELD DAY

Save the date! This year's Vermont Municipal Highway Association (VMHA) Field Day & Equipment Show will take place Wednesday, May 15 at the Barre Auditorium Complex in the Granite City. Watch for a mailing in late March for registration forms.





The Town of St. Albans has transitioned its winter operations to treat salt with brine before it is spread on the roadway.

## SALT BRINE APPLICATION- A LOOK AT MUNICIPAL APPROACHES

By Erik Wells  
Editor

The Town of St. Albans has seen a dramatic reduction in the amount of salt needed on its roadways.

That, according to Public Works Director Steve Beauregard is the direct benefit from the switch to a salt brine system to alter its winter operations approach. The Highway Department built a storage facility and installed a manufactured salt brine making system last fall. The computer-run system regulates the amount of ice-b-gone and water combined with salt to reach the optimal 23.3% salt brine solution. The brine is created in a hopper (pictured above), water is pumped in from Lake Champlain, ice-b-gone from a storage tank and salt is added using a loader. It is combined and stored in 3,000 and 1,500 gallon tanks in the facility. Being a new system, Beauregard said the Highway Department is still working to perfect its method of brine creation. When a batch is being produced the system can be calibrated to ensure the correct solution is being created, it's checked with a salt refractor meter during calibration.

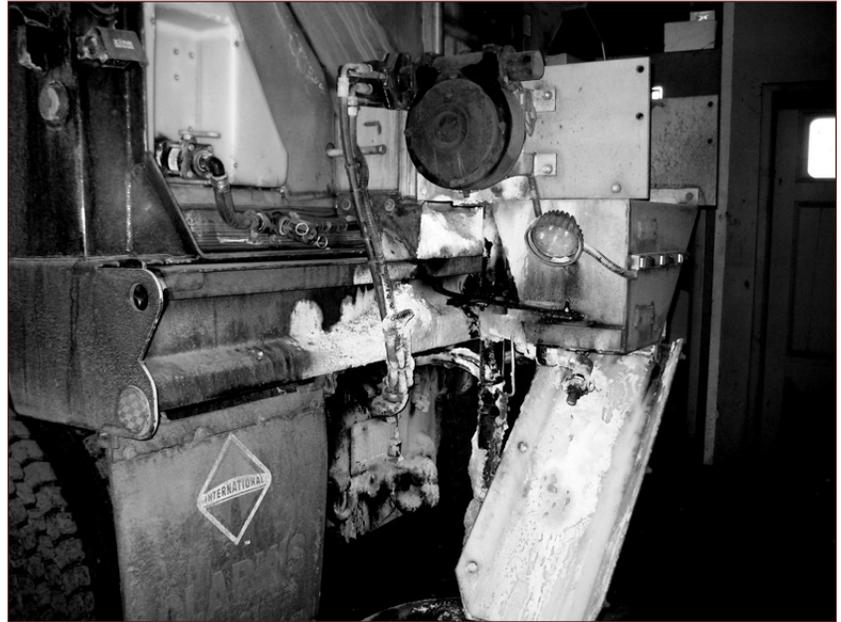
Making brine is only a part of the process. Beauregard said the Department's winter operations plan calls for wetting salt with salt brine as it is center-line spread to reduce scatter. The results have been immediate as more material has stayed on the road, leading to a reduction in overall materials needed for the winter season.

St. Albans has a tandem and three single-axle trucks outfitted to each store salt and a tank of brine (the tank sits around a Tarco holding bin on each truck). They are attached to a wooden base that can be removed and stored during the summer. When the salt slides down to the spinner it is sprayed with the brine solution before landing on the road. All of St. Albans' trucks use a computer system to adjust the salt application rate and monitor how much brine remains in the tank. The 79 miles of road in town is all paved.

The Department paid for the \$45 thousand brine making system and \$25 thousand storage building using funds it had available. Beauregard predicts the system will pay for itself in seven years, depending on the frequency of winter storms.



ABOVE: Salt is mixed with ice-b-gone and water to create the brine solution. RIGHT: St. Albans' trucks are set up to spread salt wetted with brine. ONLINE: Check out a video on our YouTube Channel of the brine mixer in action.



The Town of Hinesburg began using brine as a conditional pre-wetting treatment in the winter of 2011-12. After learning about brine, Road Foreman Mike Anthony spent a great deal of time researching how to best implement the practice into the town's winter operations plan. The result was a move to prewet Hinesburg's 21 miles of paved roads with brine before winter weather events if the temperature is warm enough and continuing to rise.



Hinesburg makes salt brine using this mixing tank to use as a prewetting tool in winter operations, if the conditions for application are right.

The department created it's own salt brine mixer using a plastic tank, plastic piping and a creative solution to haul water. An old fire department tanker (1,600 gallon

capacity) is filled in the village and then the water is pumped out into the mixing tank with salt at the Town Garage. The water is released through holes in the plastic piping, enabling the materials to mix and become a brine solution. To monitor the salt content, the department uses a salt refractor meter to reach the optimal 23.3% solution. Once the brine is ready, it is pumped and stored in an outdoor tank before being pumped back in to the tanker truck. It's applied using a spray bar from the back of the tanker on the roads at a rate of 35 to 40 gallons per lane mile.

Since brine use is still a new and developing operation in town, Anthony doesn't have much material data to share yet. Although, he did share an anecdote regarding it's effect. Before a storm Hinesburg prewet using salt brine and then salted and plowed once after the overnight storm. A neighboring Road Foreman informed Anthony, as the two met at the town line checking roads that evening, that his crew had to salt three times and plow twice for the same weather event.

Both Highway Departments would be happy to answer any questions and show its equipment to anyone who is looking to learn more about using brine as an approach to winter operations. Vermont Local Roads plans to develop and offer a workshop on salt brine use moving forward. Please contact Erik at Local Roads to connect with St. Albans Town or Hinesburg.

## SCHOLAR GRADS

Congratulations to our recent Roads Scholars! Each attended workshops on a variety of topics enhancing their knowledge, skill, and safety practices. We not only recognize all of the professionals with a scholar certificate, but would like to thank them for their participation in the classes, making each class a learning experience. *Note: All Roads Scholars are contacted for interviews. We cannot fit everyone in each newsletter and some scholars prefer to not be featured.*

---

Road Scholar Interviews and Profiles by Michele Peoples



**Alan Barratt, Town of St. Albans**, recently completed **Level 1** of the Roads Scholar Program. He has worked for the Town of St. Albans for 6 years and is now in a supervisory role. Alan has been taking classes since 2002, tallying 92 hours of training. With winter approaching, he feels one of the biggest challenges

St. Albans Town is facing is trying out a salt brine system as they now have their own salt brine facility.

Alan has taken a number of workshops focused on the environment including *Use Compost, Roads and Trees, Road Maintenance & Stream Health, and Fish & Aquatic Organism Passage Through Culverts*. “Most of the time I run the equipment and am the one digging the ditches,” Alan said. The practical application of his learning is clear with Alan now taking on the role of tree warden for the town after learning about tree management, and reusing dirt after screening with best practices from the *Use Compost* workshop.

Alan also really enjoyed the welding courses and has been training others to weld. While Alan does not get much free time, his family takes in foster kids and he also enjoys classic car shows. Congratulations Alan!



While **Allen Brown of VTrans District 4** has only been taking Vermont Local Roads courses since 2010, this past fall he completed **Level 2** of the Roads Scholar Program. Allen has worked for VTrans for 4 years and has accumulated 139 hours of training. He hopes to move up to the management courses once

he completes Level 3. *Chain Saw Operations* was a workshop that really stood out and he has since been able to apply his learning to his job.

Allen’s district is still facing challenges with sites from Tropical Storm Irene. “We still have some banks that are caving in. We need to redo some spots on Rte. 4

that washed away the old railroad bed, caving in the whole road,” Allen said. In addition to continuing to repair the Irene sites, District 4 will be busy this winter learning the new salt brine system which they will be using when applicable.

With keeping Vermont roads safe being a fundamental mission for VTrans, it is not surprising that Allen has completed a number of safety workshops over the past few years including *Safety on the Job, Work Zones Traffic Control & Flagging, Road Safety 365, and OSHA 10 Construction*. Looking back, Allen found *OSHA 10 Construction* beneficial since it covered a range of topics (from roadway work zones, electrical safety and fall prevention and protection, to occupational health and environmental controls.)

While winters are extremely busy for Allen, in the summer you can find him working at the race track all season long.



## SCHOLAR GRADS



**Roger Thompson of Huntington** recently completed **Level 2** of the Roads Scholar Program. He has worked in Huntington for about 15 years and has done this type of work since he graduated high school in 1985. Roger has been

taking classes since 2004 and has accumulated 141 hours of training. Most recently he attended workshops across environment, equipment and technical areas including *Beaver Management, Front End Loader, Basic &*

*Advanced Welding, and Geosynthetics: The Future of Mitigation.* While Roger learned a lot from growing up on a farm, including logging, he has picked up a number of things from Vermont Local Roads workshops, including the 2010 workshop *Tractor/Mower Training.* He does roadside mowing for the town and while he knew to always rinse the mower, Roger found it helpful to learn more about the grease fittings and the best types of grease guns to use.

It is clear that Huntington supports professional development with the highway department attending workshops as a crew. "Right now I am doing maintenance on our trucks," Roger said. In his free time he can be found with family. Roger and his son, daughter and fiancé all enjoy camping and fishing in the summer.

---

## PREPARING FOR A GARAGE INSPECTION

**If your facility had an environmental inspection, what would the results be?**

Winter is here, and with spring right around corner, now is the time to address environmental compliance issues at your town facilities. Maybe you've had a visit in the past, maybe you have new employees on staff, or maybe you just need to finally correct a long standing problem. Now is the time to get your questions answered.

There are several State and Federal environmental regulations to consider when dealing with the day-to-day operations at your town garage. From the management of hazardous waste, to potential floor drain issues, there are many environmental regulations to consider. As Vermont municipalities make the switch from winter to summer operations, it's a good time to consider whether or not your town facilities are in compliance.

Do you have floor drains at your town garage? Counting all 55-gallon quantities and larger, does your town have above ground fuel storage capacity greater than 1320-gallons? Do you have a Spill Prevention Control and Countermeasure (SPCC) plan? Do you need an SPCC plan? Are all tanks and containers used to store hazardous waste properly labeled? Do you properly

handle and dispose of oil soaked hazardous waste? The Municipal Compliance Assistance Program (MCAP) is a **no cost, non-regulatory program** in the Environmental Assistance Office open to all Vermont municipalities.

A Compliance Assistance Specialist can come to your Town and provide your facilities with a free on-site review. Violations discovered during the on-site visit are kept confidential from the regulatory programs and can then be voluntarily corrected. Please contact the MCAP if you have any questions about hazardous waste management, floor drains at your DPW facility, or the need for an SPCC plan. For your town to receive free compliance assistance from the MCAP, simply contact John Daly at 802-522-0224. John can also be reached by email, or traditional mail at the addresses listed below.

\*Please note new phone number and address\*

Direct Line: 802-522-0224

Email: [john.daly@state.vt.us](mailto:john.daly@state.vt.us)

Vermont Agency of Natural Resources  
Environmental Assistance Office  
1 National Life Drive, Davis 1  
Montpelier, VT 05620-3704



## BUSINESS EMAIL

The title here is “Business Email”; not “Email Etiquette” or “Email Rules” because different standards apply. Your business/work emails represent not only you, but your business and can have far reaching consequences if used inappropriately. Number One Rule: Remember that email is NEVER, EVER private! The suggestions that follow are taken from a CareerTrack webinar attended on Jan. 18 - *Bad Email Habits: What Message Are You Sending?* The suggestions are as much what NOT to do as what TO DO. Why do we email anyway? According to the webinar the top three functions of email are 1.) to deliver information; 2.) to request information; 3.) to invite or request attendance.

### DO NOT:

- Send emails when that person is in close proximity;
- Write an unclear subject line or be unsure of your intent;
- Put too many topics in one email;
- Send emails when angry or upset;
- Assume familiarity;
- Use emoticons;
- Use all capitals (shouting) OR all lowercase (mumbling);
- Share jokes or cartoons;
- Overuse attachments;
- Make the recipient guess what he/she needs to do.
- Use quotes such as inspirational/feel good ones by the signature line

### DO:

- Use standard business greetings. Err on the side of formality.
- Use spellcheck. It lessens the risk of mistakes, but don't rely on it. Good grammar and punctuation show your professionalism and your respect for the recipient.

- Include in the first three lines any required actions and deadlines.
- Write in paragraphs leaving space between paragraphs and use bullets liberally.
- Write messages that can be read on one screen. Ideal length of an email is 6 lines.
- Include a few threads so recipients know what the conversation has been, but not too many.
- Check for tone.
- Use your “Out of Office” function. It's polite and professional.
- Try to respond within twenty-four hours. If that's not possible, at a minimum reply when you will be able to get to it.
- Always include a signature with basic information such as title and phone number.

After your name, the Subject Line is the most important line. Ninety percent of people first skim emails, next categorize and lastly read them. If you want yours read, your subject line needs to stand out and command attention. Do not leave it blank and do not say “hi.”

Hints for writing effective subject lines:

- Eliminate adjectives and articles;
- Use no more than 10 words; and
- Use status categories sparingly.

According to the webinar leader, the LAST thing to do is fill in the “TO” line. Ask yourself, do all these people need to read this? Respect the time of all recipients.

Business email is indeed different than your personal email. It also isn't texting or tweeting or facebook. Like all technologies it has a role in the work place whose goal should be to make us more effective and efficient in what we have to communicate. If you have any comments about this article send me an email!

-Maureen, [mdakin@smcvt.edu](mailto:mdakin@smcvt.edu)



## VLR PARTNERSHIP NEWS

As we begin 2013, Vermont Local Roads is pleased to announce some exciting new collaborative opportunities we have put together.

We have entered into an alliance with the Vermont Occupational Safety and Health Administration (VOSHA) and Project Worksafe to promote workplace safety. This alliance gives us the opportunity to provide a wide-variety of safety training topics to you. If there is a safety-related topic you are interested in, please bring it to the attention of your Regional Planning Commission (RPC) transportation planner. We will use our alliance to facilitate safety topics at road foremen meeting events and open them up to additional municipal staff, and to provide stand-alone longer format training sessions, like OSHA-10. We kicked off our alliance with a confined spaces safety training for the Chittenden County Foremen Group and interested highway staff in the region.

We are relaunching safety training topics, now referred to as “tailgate talks,” produced in conjunction with VTrans. These safety talks produced in collaboration are shared with both municipal and AOT staff. This



Dan Whipple, of VOSHA, instructs a confined spaces safety training at a Chittenden County Foremen meeting.

partnership enables our two entities to share a unified and consistent safety message on a variety of topics. Tailgate talks will be sent to our list serve, posted online and made available at workshops. We ask that a designated safety officer lead the discussion, record attendees and save that information in a training binder. We will continue to work to enhance ways to collaborate on safety initiatives moving forward with organizations statewide.

## ROAD NOTES

### SELECTBOARD, FOOD FOR THOUGHT

- When was the last time you “rode the roads” with your foreman/crew?
- What percentage of your town budget is spent on public works?
- Has your town adopted Codes & Standards?
- How often do you communicate with the public about roads?
- Do you have a policy/procedure for closing a road?
- “Safety should be considered first, every time and at every stage of a project. Make safety your first consideration in every investment decision.” Do you? (<http://safety.fhwa.dot.gov/>)

### THE RUMBLING STRIP

Have you checked out “The Rumbling Strip” yet? It’s our new weekly e-newsletter sent to members of our list serve and posted on our website. This provides a summary and links to all transportation news, announcements, training opportunities, resources and anything else that comes our way that week. This format enables us to transfer timely information on a weekly basis, and allows this, our quarterly newsletter, to cover longer stories.

### RECENT LIST SERVE TOPICS

- Winter road monitoring
- Bulk fuel purchasing
- Grader tires
- Towns using two graders
- Alternatives to a salt shed
- Places to post RFPs

Not on the list serve yet? Join the over 150 municipalities who have joined. Email Erik at [ewells@smcvt.edu](mailto:ewells@smcvt.edu) and he will sign you up today!



The Vermont Local Roads Program at Saint Michael's College is part of the Local Technical Assistance Program (LTAP), a nationwide effort financed jointly by the Federal Highway Administration and individual State Departments of Transportation. Its purpose is to provide road and bridge know-how to municipal people involved with highways. There are LTAP Centers in 50 states and Puerto Rico and six Native American locations.

Any opinions, findings, conclusions, or recommendations presented in this newsletter are those of the authors and do not necessarily reflect the views of FHWA, VAOT or St. Michael's College. All references to proprietary items in this publication are not endorsements of any company or products.

Sponsored by the Vermont Agency of Transportation, the Vermont Local Roads Program provides information, advice and referrals to the cities, towns and villages in Vermont. This is done by newsletters, seminars and workshops, distribution of publications and by response to requests.

For information write or call:  
The Vermont Local Roads Program  
Saint Michael's College  
One Winooski Park, Box 260  
Colchester, VT 05439  
www.vermontlocalroads.org  
(800) 462-6555 (in VT)  
(802) 654-2652  
(802) 654-2555 (Fax)

David Antone, Director  
dantone@smcvt.edu

Maureen Dakin, Assistant Director  
mdakin@smcvt.edu

Michele Peoples  
Workshop Coordinator  
mpeoples@smcvt.edu

Erik Wells, Communications &  
Research Manager  
ewells@smcvt.edu



The Vermont Local Roads Program  
Saint Michael's College  
One Winooski Park, Box 260  
Colchester, VT 05439

Presorted Standard  
U.S. POSTAGE PAID  
Burlington, VT 05401  
Permit No, 154

Address Service Request

## WORDFIND

Time for the Vermont Local Roads Winter wordfind. Find the words below in the puzzle and then email, fax or mail a completed find to Erik. We will award three randomly selected correct puzzles with a prize.

### Words:

plow  
snow  
saltbrine  
wing  
spreader  
calibration  
winter  
groundhog

E	E	C	P	G	N	L	Q	R	G	J	S	P	V	K
R	N	X	N	L	N	X	Y	Q	O	V	F	F	J	H
K	N	I	D	B	O	Z	G	Q	H	S	T	N	Y	Z
P	U	F	R	H	R	W	P	Q	D	N	M	X	R	H
F	W	Q	F	B	F	X	P	F	N	O	T	V	R	C
K	I	W	I	N	T	E	R	V	U	W	T	E	E	G
Y	O	H	L	C	F	L	E	B	O	G	T	U	U	N
P	H	K	R	K	I	F	A	W	R	M	N	R	Q	T
P	E	F	X	Y	C	Q	F	S	G	N	E	A	E	X
N	V	J	W	O	F	M	W	H	T	D	S	M	N	U
N	O	I	T	A	R	B	I	L	A	C	N	U	U	P
I	N	P	S	E	A	W	J	E	Z	M	Y	X	L	F
G	U	J	G	N	V	S	R	I	I	P	E	S	A	D
X	W	V	D	R	E	P	D	V	C	S	F	Q	V	I
F	M	F	U	H	S	B	C	K	E	R	W	R	T	V

This newsletter has been printed on recycled paper.