

CITY OF MARLBOROUGH



DEPARTMENT OF PUBLIC WORKS

2015

RULES AND REGULATIONS
FOR
LICENSURE &
STREET OPENINGS

John L. Ghiloni, D.P.W. Commissioner

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SECTION 1. PREFACE

Those who open, occupy and/or obstruct the public way in the City of Marlborough are responsible for ensuring that these public ways are, at all times, safe to use by the residents, local businesses and travelers who depend upon this use in the course of their daily lives. Improper backfilling, poor patching, careless plating, unsightly debris remaining from incomplete projects and excavations into newly resurfaced or reconstructed streets all project to the public an image of indifference and wasteful spending. As the municipal agency responsible for the maintenance and safety of the public ways in the City of Marlborough, it is the obligation of the Department of Public Works to protect the interests of the public we serve. We therefore set forth the following rules and regulations as mandatory requirements for the issuance of a departmental permit to open, occupy and/or obstruct a public way. Likewise anyone who excavates a trench on private property must adhere to the same laws regarding public safety and therefore are required to follow these same rules and regulations as determined by the Department of Public Works, including all State and Federal requirements pertaining to the same.

SECTION 2. FREQUENTLY ASKED QUESTIONS

- A. What is the difference between this guide and the rules and regulations?

This guide is an abbreviated version of the rules and regulations meant to be used as a quick reference to comply with the department's rules and regulations for street openings under Chapter 63, Section 6 of the Marlborough City Code.

- B. What is the difference between a permit and a license?

A *license* pre-qualifies a contractor to perform certain types of work. A *permit* authorizes a licensed contractor to open, occupy, and/or obstruct a public way in a specific location, for a specific period of time.

- C. Who needs a license?

A license is required for any contractor who intends to work on the City's various utility or roadway systems (in any location) or who intends to work on a connection to the City's utility or roadway system.

- D. Who needs a permit?

Any licensed contractor who intends to open, occupy, and/or obstruct any portion of the public way other than for purposes of travel or any person who intends to excavate a trench on private property.

E. What is the definition of a trench which requires a permit?

An excavation which is narrow in relation to its length, made below the ground surface in excess of 3 feet below grade and the depth of which, in general, is greater than the width, but the width of the trench, as measured at the bottom, is no greater than 15 feet (an excavation wider than fifteen, measured at the bottom is not considered a trench).

F. Why is a license required?

Licensure ensures that only those who are qualified will be performing the work on the City's utility and roadway infrastructure. This process protects the City's investment in these systems.

G. Why is a permit required?

A permit spells out specific requirements for performing work within the public way and it allows the City to track and insure where work is being performed. The contractor is responsible for the condition of the trench for three years. Ultimately, this process protects the City's investment in its infrastructure. A permit to excavate a trench on private property is required in order to ensure that someone takes responsibility for safety and properly maintaining the trench.

H. Under what authority does the City require licensure and permits?

Authority is derived from Chapters 473, 510, 551 and 608 of the Code of the City of Marlborough (City Code), 520 CMR 14.00 Excavation and Trench Safety and OSHA regulation 1926.

I. How long is a license good for?

Licenses expire on **December 31st every year**; as such, licenses must be renewed annually.

J. Can my license be suspended or revoked?

Failure to conform to the City Code, permit requirements, and/or the current Rules and Regulations for Licensure and Street Openings may be cause for license suspension or revocation. Repeated violations can result in a permanent revocation of a license.

K. May I obtain a permit during the winter months?

Except in the case of an emergency, or unless special permission is granted by the Marlborough City Council work under a permit may only occur between April 1st and November 30th of any given year.

L. What constitutes an emergency?

An emergency is defined as a situation, determined by the Commissioner of Public Works, to be posing an immediate threat to public health or safety.

SECTION 3. LICENSE PROCESS

1. Gather information needed.

Obtain the most recent set of “Department of Public Works Rules and Regulations for Licensure and Street Openings” governing these licensing/permits.

2. Submit formal request for licensure.

Request specific water, sewer, drain or roadway work licensure(s) formally by letter and include Certificate of Insurance, applicable bonds, Workers’ Compensation Insurance documentation, and Reference Letters.

3. Insurance Requirements

Insurance, under which the City shall be named as an additionally assured, carried with an insurance company licensed to write such insurance in the Commonwealth of Massachusetts, against the following risks in not less than the amounts as herein indicated:

Workman’s Compensation (in accordance with the provisions of M.G.L. Chapter 152)

- A. Statutory State - Massachusetts
- B. Coverage Limit \$100,000 each employee
- C. Additional Endorsements
 - (a) Voluntary Compensation
 - (b) U.S. Longshoremen & Harborworkers Act endorsement

General Liability (Comprehensive Form of Policy)

- A. Limits of Liability
 - (a) Bodily Injury - \$500,000.00 each occurrence and \$1,000,000.00 aggregate.
 - (b) Property Damage - \$500,000.00 each occurrence and \$1,000,000.00 aggregate.
- B. Arrangement of Coverage
 - (a) Premises Operation
 - (b) Products - Completed Operations
 - (c) Owners & Contractors Protective
 - (d) Explosion, Collapse, and Underground (if work involves blasting)

- (e) Broad Form Comprehensive General Liability endorsement or equivalent (to include Broad Form Contractual, Personal Injury, Broad Form Property Damage, Incidental Malpractice, etc.)
- (f) Cross Liability

Automobile Liability (Comprehensive Form of Policy)

- A. Limits of Liability
 - (a) Bodily Injury -\$500,000.00 each person and \$1,000,000.00 each accident.
 - (b) Property Damage – \$500,000.00 each person and \$1,000,000.00 each accident
- B. Arrangement of Coverage
 - (a) Employer Non-Owned
 - (b) Hired Car
 - (c) All Owned or Leased Vehicles
 - (d) Comprehensive form Umbrella Insurance (Limit of Liability)

\$1,000,000 (minimum) as excess over General Liability, and Workers' Compensation Coverage B.

Employer's Liability

Employer's liability insurance shall be provided with a policy limit of \$500,000.00.

General Policy Requirements

- A. Indemnification

All policies shall provide a hold harmless clause which holds the City of Marlborough harmless from any liability associated with the acts of the insured or their employees.
- B. Notice of Cancellation

All policies shall provide the City of Marlborough **30** days' notice to the Commissioner of Public Works of cancellation, non-renewal, or material change. Certificates are to evidence notice. Certificate wording to the effect that carriers will "endeavor to" provide notice and failure to provide notice "shall not impose liability or obligation" are not acceptable.

The following statement shall appear on the certificate of insurance:
"It is agreed that in the event of any material change in, cancellation of, or non-renewal of this policy, a thirty (**30**) day prior written notice shall be given to:"

**City of Marlborough
Department of Public Works
ATT: City Engineer
Municipal Garage – 2nd Floor
135 Neil Street
Marlborough, MA 01752**

C. Certificate Holder

The following shall be named as an additional insured on the certificate of insurance:

**City of Marlborough
Marlborough, MA 01752**

D. Submission

The Certificate of insurance shall be mailed to the attention of the Public Works at the address below:

**City of Marlborough
Department of Public Works
ATTN: City Engineer
Municipal Garage – 2nd Floor
135 Neil Street
Marlborough, MA 01752**

E. Exemptions

Exemptions to filing insurance endorsement are made only to other governmental agencies of State and Federal level, and public utilities.

4. Bond Requirements

- A. The contractor shall post a 3 year \$5,000 Utility Layers Bond with the City securing work to be performed within the public right-of-way. The bond will be reviewed for release after three (3) years and upon approval of the completed work by the Commissioner of Public Works.
- B. The contractor shall post a 3 year \$5,000 Street Opening Bond/Performance Bond with the City (or greater if required by the City for larger projects) securing work to be performed within the City's right-of-way. The bond will be reviewed for release after three (3) years and upon approval of the completed work by the Commissioner of Public Works.
- C. The contractor may post a one (1) year bond with a three (3) year maintenance period or a three (3) year bond with each year of the bond providing a one (1) year maintenance period for all of the contractor's work performed in the

public right-of-way. The three (3) year maintenance period shall be in effect upon completion of the work.

5. Workers Comp.

Submit a completed Workers Compensation Insurance Affidavit form required by the Commonwealth of Massachusetts (form is Appendix D)

6. References

Submit three current (less than three months old) letters of recommendation (for each type of work in which you want to be licensed for) from other Municipalities or other public entities where similar work has been performed. If applying within three years or less of a previous licensure by the City, and assuming no loss of license for cause then this requirement shall be waived unless so determined to be needed by the Commissioner of Public Works.

7. Violations

Failure to comply with all provisions of the department's rules and regulations for licensure and street openings shall be considered cause for revoking any license previously issued. The Commissioner of Public Works shall have full authority to review matters regarding compliance with the above mentioned rules and regulations.

8. Exemptions

Exemptions to posting a performance bond are made only to other governmental agencies of the state and federal level and public utility companies (i.e. National Grid, Lighthouse Fiber Networks, NSTAR/Eversource, Comcast/AT&T Broadband, and Verizon).

9. Payments

A \$50.00 fee will be required for each individual License acquired by the contractor. Payment must be made by form of check.

SECTION 4. PERMIT PROCESS

1. Gather Information

Obtain all needed application forms and policies from the City. Forms and Policies can be obtained via:

Online - www.marlborough-ma.gov
Public Works Department
Engineering Division
Road Opening Permits

In Person - The Department of Public Works 7:00 AM – 3:00 PM
Engineering Division, 2nd Floor
135 Neil Street
Marlborough, MA

2. Application and Processing Fee

Submit an application for the permit with a \$10 check payable to the “City of Marlborough”

3. Plans, surveys, measurements and control

Plans shall be provided showing the limit of proposed work involved. The plan shall show all information required by the City to assess the impacts of the project and determine the pertinent requirements. The following is required information to be shown on all plans, including, but not limited to:

- Location and extent of proposed work.
- Legend
- Scale
- Date
- North Arrow
- Relationship to existing roads, easements, sidewalks, driveways, light poles, hydrants, utility structures, trees, fences traffic signs, traffic loop detectors, line paintings, crosswalks, nearest intersection (if within 50 feet), and any other pertinent information relative to the proposed work

4. Traffic Control Management

For projects impacting the traveled way of the roadway the applicant shall submit, and have approved by the City, a traffic control plan showing how vehicular traffic shall be accommodated during the construction.

5. Pedestrian Traffic Management

For projects impacting the pedestrian traveled way of the sidewalk the applicant shall submit and have approved by the City a pedestrian traffic/safety control plan showing how pedestrian traffic shall be accommodated during the construction.

6. Construction Schedule

For projects the City Engineer deems to be significant in size, the applicant shall provide a construction schedule indicating times of completion for critical project components for review and approval by the City Engineer before a permit is issued.

SECTION 5. CONSTRUCTION

A. Notification of Commencement

Written notification by the Contractor of one (1) week prior to commencing construction shall be required. This notification shall be sent to the Commissioner of Public Works and Police Chief and shall contain the name, address, and telephone number of the contractor or party which is to perform the work. The telephone number shall be for emergency calls which may arise when the contractor is absent from the work site.

B. Work Hours and Calendar Year

Work shall be permitted from 7:00 AM to 3:00 PM (with possibly minor closing up operations until 4:30 PM if allowed by the City). No work on Saturdays, Sundays or legal holidays shall be permitted except in the event of an emergency or special circumstances as determined by the Commissioner of Public Works.

Permits may be issued from April 1st through November 30th of any calendar year. No work shall be performed from December 1st through March 31st, except in cases of emergency approved by the Commissioner of Public Works or by a majority vote of the City Council. Please allow 72 hours (3 days) lead time from the date of application to the issuance of such permit.

C. Inspection

Inspection of the site shall be conducted by the City. Prior to commencing the work and to any backfilling activities the permittee shall notify the City of the need for an inspection.

For large projects (as determined by the Commissioner of Public Works) inspection of the work shall be conducted by a third party consultant paid for by the permittee. Furthermore, if determined by Commissioner to be needed, a licensed surveyor shall generate a base line control for both horizontal and vertical control of the site.

D. As-builts

As-builts of the work performed shall be required on projects involving changes or new installations within the right of way. Large projects shall require as-built plans to be submitted to the Commissioner of Public Works for review and approval. All water and sewer location ties shall be turned into the Water and Sewer division by the licensed contractor on the day the job has been completed. A form is provided in Appendix B.

E. Safety

The permittee shall call DIG Safe (1-800-DIG-SAFE) 72 hours prior to any excavation and make sure all markings required have been made. The permittee shall take appropriate measures to ensure the safe flow of traffic (vehicular and pedestrian) through the work area. No Street shall be closed or traveled way impacted unless a plan has been reviewed

and approved by the Commissioner of Public Works. The permittee shall provide as required by the Commissioner of Public Works or police department a police detail. Warning signs shall be placed according to Manual of Uniform Traffic Control Devices (MUTCD) standards and no work shall commence until they are in place. It is the responsibility of the permittee, to contact utility companies and other public organizations.

THE DAY BEFORE ANY ROAD CLOSINGS, NOTIFICATIONS SHALL BE MADE TO:

24 hour advance notice must be given prior to any scheduled road closings. A Detour Plan must be approved by the City Engineer prior to making the notifications. All conditions of the Detour Plan must be in place prior to closing the road.

NSTAR Gas Service Company

Chris J. Howard – Planning & Scheduling Supervisor (508) 305-6822
157 Cordaville Road
Southborough, MA 01772

Verizon

Ellen Cummings – Regional Director (508) 820-3557
146 Leland Street
Framingham, MA 01702

National Grid

Robert Russell – Community & Customer Management (508) 229-4570
245 South Main Street
Marlborough, MA 01752

Lighthouse Fiber Networks

Robert Powers – Fiber Engineer (888) 583-4237
80 Central Street
Boxborough, MA 01719

ComCast / AT&T Broadband

Comcast Operations Center 1-800-556-9979
4 Lyberty Way
Westford, MA 01886 - 7564

Department of Public Works

John L. Ghiloni , D.P.W. Commissioner (508) 624-6910 ext. 7200
Municipal Garage – 135 Neil Street
Marlborough, MA 01752

Marlborough Conservation Commission

Priscilla Ryder – Conservation Officer (508) 460-3781
140 Main Street – City Hall
Marlborough, MA 01752

| | |
|--|----------------------------------|
| Marlborough Police Department/Fire Department Central Dispatch Office | (508) 485-1212 |
| North Reading Transportation Marlborough Public Schools – Bus Transportation 4 Municipal Drive Hudson, MA 01749 | (978)562-5186 |
| First Student Incorporated Assabet Valley Vocational High School – Bus Transportation 208 Hayes Memorial Drive Marlborough, MA 01752 | (508) 485-3194 |
| Republic Services Inc. Curbside Solid Waste & Recycling Program 385-A Dunstable Road Tyngsboro, MA 01879 | (508) 649-7564 1-800-442-9006 |
| Patriot Ambulance Service 248 Mill Road, Bldg. 2, Unit 2 Chelmsford, MA 01824 | 1-800-491-1112 |
| Marlborough School Department District Education Center 17 Washington Street Marlborough, MA 01752 - 2225 | (508) 460-3554 |
| Recreation Department Chuck Thebado – Program Manager 239 Concord Road Marlborough, MA 01752 | (508) 624-6925 |
| “DIG SAFE” Call Center | 1-800-322-4844 |

5. Site Impacts

The permittee shall not interfere with any existing utility other than the one permitted unless an agent of the entity owning that utility gives permission to do so. The permittee shall protect adjoining property during excavation, remove excavated material not suitable as backfill, limit construction material on site, clean up the site regularly, minimize dust impacts and maintain all roadway and driveway access as much as possible especially at night.

SECTION 6. STANDARDS

A. Scenic Roads

Where paving work is involved along with the cutting or removal of trees or the tearing down of stone walls, or portions thereof on certain streets in the City of Marlborough, there are protected under the provisions of MGL Chapter 405, Section 15C, and City Council Order No. 92-4385A. Permits on those protected streets may issue only after compliance with the above laws have been ascertained. See Appendix E.

B. Saw cutting of pavement.

Where required by the Commissioner of Public Works and prior to placement of permanent pavement, the Contractor shall sawcut, by means of a hydraulic saw (or equivalent), back one foot from the original trench limits. The trench shall be made square or rectangular and the sawcut sidelines of the trench shall be straight and true for a minimum distance of 50 feet on trenches longer than fifty feet, and for the entire length of the trench on trenches less than fifty feet, leaving a sound vertical face for the entire depth of existing pavement. All material shall be removed to a depth of 5 inches.

C. Excavation.

The excavation is to be kept as neat as existing conditions permit and not more than one hundred fifty (150) feet to be left open at any time during working hours. Excavations shall be made in open cut and no tunneling will be allowed except by special permission of the Commissioner of Public Works. Trenches and excavations shall be braced and sheathed in accordance OSHA regulation 1926 Subpart P – Excavations, revised under Program Directive A-176, June 29, 2001. No trenches shall be left unattended unless secured by rigid fencing.

D. Sheeting.

Appropriate sheeting (Aluminum, steel and/or lumber sheeting as approved by the City Engineer) shall be installed where trench excavation is likely to cause failure to adjacent pavement. Unless otherwise directed, sheeting shall be driven to such depth as to be two (2) feet below normal excavation. The sheeting shall be securely and satisfactorily braced to withstand all pressures to which it may be subjected and shall be sufficiently tight to prevent any flow material into the workspace. Upon completion of the work, sheeting shall be driven down or cut off eighteen (18) inches below pavement grade and left in place, or as directed by the Commissioner of Public Works. No sheeting may be left so as to create a possible hazard to the safety of the public, obstruction to flow of water, or a hindrance to traffic of any kind.

E. Plating

When steel trench plates are needed within the City right of way, all plates shall be carefully installed as deemed by the City Engineer. All plates must be fully secure with

steel pins so to not move due to heavy traffic flows. Where the road surface is uneven, the plates shall sit on a layer of bituminous concrete pavement so that the plate is unyielding to vehicular traffic. All plates must have a smooth transition by means of bituminous concrete asphalt pavement around the entire steel plates.

F. Unsuitable material.

All unsuitable material, as determined by the City's inspector, is to be removed and disposed of off-site and replaced with approved gravel borrow. Any excavated materials not required or not suitable for backfilling shall be removed from the site of the work and properly disposed of by the permittee. The permittee will not be allowed to store excess excavated material within the City right of way.

G. Backfill materials.

Excavations in the street pavement areas shall be carefully backfilled with layers of suitable bank-run gravel. The 12 inches of bedding material around pipes shall be sand for water, $\frac{3}{4}$ " crushed stone for sewer, gravel borrow for drain or as specified by the owner of the utility and approved by the City of Marlborough. Backfill material shall consist of Controlled Density Fill (CDF) for all major roadways of the City or as directed by the Commissioner of Public Works.

Suitable bank-run gravel material for backfilling shall be granular fill consisting of mineral soil substantially free from clay, organic materials, loam, wood, trash or other objectionable material which may be compressible or which cannot be properly compacted. It shall not contain stones, broken concrete, masonry rubble or other similar materials. It shall have physical properties such that it can be readily spread and compacted. It shall not contain any snow, ice or frozen soil.

Where required, CDF shall be placed to within a minimum of 5" from the top of the existing pavement or as directed by the City's inspector. CDF shall be Type 1E Very Flowable (excavatable) or Type 2E Flowable (excavatable) with a maximum strength of 200 PSI and 25-30% air. CDF (Type 1E and 2E) shall be excavatable using simple hand tools where required.

If Control Density Fill is used to backfill the trench, permanent trench paving can be performed once the control density fill has set, eliminating the temporary trench paving requirement. Proof of Control Density Fill shall be required in order to be granted relief for Permanent Trench Paving. Please note, should the trench show any signs of failure, the contractor shall be responsible to excavate the bituminous concrete in question and perform permanent trench paving meeting the City of Marlborough's specifications.

H. Compaction of backfill.

Backfill shall be uniformly distributed in successive layers, each layer being thoroughly compacted before the succeeding layer is placed. The entire width of the trench shall be mechanically or hand tamped in six (6) inch lifts or in

suitable lifts based on the equipment being used in order to achieve the required density. The top layer of backfill shall be fourteen (14) inches (in a temporary trench), and twelve (12) inches (in a permanent trench) of gravel compacted to 97% of maximum density.

I. Grading rolling and finishing.

Pavement placed shall be placed and raked to a uniform surface, rolled to the required thickness and to a grade that will match the existing bituminous road surface. The permittee shall maintain the surfacing and shall promptly fill with similar material any depressions and holes that may occur so as to keep the surfacing in a safe and satisfactory condition for traffic.

J. Temporary Pavement

A temporary pavement shall be placed on the surface of the fill and thoroughly compacted. A temporary pavement shall be Class I Bituminous Concrete Type I-1 three (3) inches thick (see Excavation Trench detail). "Cold Patch" may be allowed if approved by the Commissioner of Public Works due to adverse weather conditions. If plates are used they shall be ramped to match the existing pavement. Temporary paving or steel plating shall immediately follow the backfilling operation.

K. Permanent Paving

The bituminous concrete surface shall not be placed any earlier than 65 days or no later than 90 days from the date of completion of the temporary surface without approval from the Commissioner of Public Works. The temporary pavement and sub-base shall be excavated to the grade required by this permit prior to placement of the final bituminous concrete surface. The binder course shall not be less than the existing roadway base course and shall not be less than three and one-half (3 ½) inches in depth and the top course shall be one and one-half (1 ½) inches in depth. In some instances, beyond a simple trench excavation, pavement details and resurfacing requirements will be included as a special condition in the permit (e.g. pavement requirements on Route 85).

L. Concrete Sidewalk

All concrete sidewalk openings shall be repaired in FULL panels and be a minimum of four (4) inches thick (minimum of six (6) inches thick at driveway openings) the concrete shall be 4,000 P.S.I., between 5% and 8% by volume air voids, 3/4" max. aggregate size with a broom finish. Sidewalk repaving and/or replacement must follow as close behind installation as conditions permit. Excessive lineal footage of sidewalk left unrepaired will not be allowed. Construction joints shall be required at either side of the project limits, and at 5 foot intervals. Expansion joints shall be required at 20 foot intervals, if applicable.

M. Bituminous Sidewalk

When work is performed in sidewalk areas, the entire sidewalk shall be replaced as follows. The entire trench area shall be thoroughly compacted to a point nine (9) inches below the finish grade. Six (6) inches of approved processed gravel sub-base (subgrade) shall then be placed and compacted. The gravel base will be shaped, graded and rolled to accurately meet the finish grade. In no case shall the surface be laid until the sub base has been inspected and approved by the City Engineer. Pavement shall be placed in two one and a half (1 ½) inches thick layers (after inspection).

N. Bituminous concrete berm.

The mixture shall be placed and compacted with a machine. The dimensions and cross sections of proposed replacement of bituminous concrete curb shall be as shown on the City of Marlborough Standard Detail Sheets. Where bituminous concrete curbing is to be replaced, the roadway pavement shall be widened one foot (1) to provide a proper base for the curbing and shall be constructed on a six inch (6") gravel base

O. Granite Curbing.

Replaced granite curbing shall be type VA-4 Vertical (min 6"w x 6'l x 18"d) or SB sloped (min 3"w x 2'l x 18"d), curb shall be set on an approved gravel base. Trench excavation for curbing shall be excavated to a width of eighteen inches; the bottom of the trench shall be six inches (6") below the bottom of the proposed curbstone. The foundation for the curb shall consist of gravel spread upon the subgrade and after being thoroughly compacted by tamping, shall be not less than six inches (6") in depth upon the foundation.

P. Disturbing existing utilities.

The permittee shall exercise special care during excavation to avoid injury to underground structures such as water or gas mains, pipes, conduits, manholes, catch basins, etc. When necessary the permittee shall cooperate with representatives of public service companies in order to avoid damage to their structures by furnishing and erecting suitable supports, props, shoring and other means of protection. The permittee shall be liable for repair of any damage to such utilities, either public or private, to the satisfaction of the Commissioner of Public Works.

Q. Blasting

When the use of explosives is necessary for the execution of the work, the Contractor shall take the utmost care not to endanger life and property. Whenever directed, the number and size of the charge shall be reduced. The method of storage and handling of the explosive and highly flammable materials shall conform to all state laws and regulations, as well as local requirements.

The Contractor is responsible for establishing pre-construction/blasting conditions which will include a pre-blast survey of all structures within 500 feet of the project limits. Care shall be taken to prevent injury to existing pipes or other structures and

property above or below ground. Any damage caused as a result of the Contractor's work shall be the Contractor's responsibility.

Blasting operations are subject to the approval, and permitting from the City of Marlborough Fire Chief. Explosive materials shall not be stored overnight. The contractor must provide blasting details at all blasting sites where blasting is to occur. The details are to be staffed by the Fire Department with a minimum 24 hour notice and minimum 4 hour cancellation. No direct payment. Permitting will be in accordance with Board of Fire Prevention Regulations, 527 CMR 13.00, Massachusetts Fire Code

R. Restoration of Traffic Control Devices

Any traffic control devices (signs, line painting, loop detectors, lights, etc.) disturbed or removed during work associated with a Road Opening Permit shall be replaced by a qualified person at the expense of the permit holder. Coordination of this work must be done with the Department of Public Works.

SECTION 7. MATERIALS SPECIFICATIONS

Acceptable Water Materials

WATER PIPE Cement Lined Ductile Iron Pipe, Class 52

HYDRANTS Mueller Super Centurion 5½ feet bury, 4½ inch valve opening with 6 inch mechanical bell inlet and must open right; must meet A.W.W.A. improved type standards

T.S. & G. Mechanical joint, valves must open right

GATE VALVES Open right full body ductile iron, resilient seat, non-rising stem as manufactured by Mueller Co. or approved equal.

MAIN GATE BOXES Cast Iron, slide type with at least six (6) inches of adjustment and at least five (5) feet long. Covers to be flush, close-fitting with the letter "W" or the word "WATER" cast into it.

SERVICE BOXES 4½ feet to 5½ feet extension type, ¾ inch rod-cover with counter sunk 1 inch brass plug, 1" pipe thread with 36 inch rod.

SADDLES Double strap, no-weld type. Zinc coated bands on services larger than 1" or all stainless steel or brass saddles in areas of high corrosion.

METERS 5/8 inch x 1/2 inch (minimum) with remote and tail pieces. Neptune T-10 with radio read remotes.

CURB STOPS Will be open right with stop.

SERVICES Will be Type "K" copper, minimum ¾ inch diameter or HDPE SDR 9, PE in sizes ¾ inch, 1 inch, and 2 inches with tracer wire.

TRACER WIRE Shall be min. 12 AWG copper wire, solid, coated with a blue colored min. 30 mil. High molecular weight polyethylene insulation. For trenchless water line: a min. of two wires or as shown on the plans and shall be a min. 12 AWG copper clad steel core wire, solid, with a blue 45 mil. HDPE insulation.

WARNING RIBBON A blue METALLIC WARNING RIBBON shall be placed 2 feet above and along the entire length of all WATER PIPE.

Acceptable Sewer Materials

SEWER PIPE P.V.C. ASTM D3034 SDR 35, Cement Ductile Iron Pipe Class 52. All forced sewer mains 4" or larger shall be Cement Ductile Iron Pipe Class 52. Sewer main 10' in depth or greater shall be Cement Ductile Iron Pipe Class 52.

DROP INLETS All sewer drop inlets shall be internal to the sewer manhole which shall have an inside diameter of five (5) feet.

SERVICE PIPE Minimum size 6 inch P.V.C.

RINGS & COVERS Manufactured by East Jordan Iron Works, LeBaron LA268-0 (wt. 480 lbs.), covers stamped "SEWER"; Mass. Standard. Bolted locking covers shall be provided for all off-pavement manholes and shall be LeBaron LCB268-1-000. (wt. 475 lbs.), (min. 26" diameter, 8" height)

WARNING RIBBON A green METALLIC WARNING RIBBON shall be placed 2 feet above and along the entire length of all SEWER PIPE.

Acceptable Drain Materials

DRAIN PIPE Reinforced concrete pipe (Class IV or higher). ADS (up to 24" if greater than or equal to 3 feet of cover or less than 9 feet of cover). More detailed calculations would potentially make other sizes available with cover outside the allowable limits.

FRAME & GRATE Manufactured by East Jordan Iron Works LeBaron LF248 -2 (wt. 453 lbs.) Mass. standard.

FRAME & COVER Manufactured by East Jordan Iron Works LeBaron LA268-0 (wt. 480 lbs.) *or equal*, covers stamped "DRAIN"; Mass. standard.

BRICK Red clay brick shall be used to raise all structures.

HOOD "The Eliminator[®]", manufactured by Ground Water Rescue, Inc. or approved equal.

SECTION 8. CONSTRUCTION PERMITS

A. Excavations Permit

All excavations in the public way must be permitted for inspection and maintenance. The excavation and all work associated with the work are required to meet the standards as set forth in section 5.0 "Construction" of these road opening regulations

and shall be in accordance with applicable requirements of the Massachusetts Engineering Department, Standard Specifications for Engineering and Bridges, currently in effect.

All excavations on private property must be permitted for accountability with the Massachusetts Department of Safety, should a safety violation be reported to the Department of Public Works.

B. Non Excavation Permits to place material, equipment, or obstruction in a public way.

No person shall use any portion of a public way without first obtaining a permit to do so from the Department of Public Works, pursuant to City of Marlborough Code Section 551-18 "Obstructions in Public Way"

No person shall use any portion of any street which the City is obliged to keep *in* repair for the purpose of placing building materials containers or rubbish or moving a building *on* either the sidewalk or roadway without a permit from the Board of Public Works. A permit to allow this use may be granted by the Commissioner of Public Works for a period not exceeding ninety (30) days, upon condition that during the whole of every night, from sunset until sunrise, warning lights shall be so placed as to warn travelers of the presence of the obstruction and upon such further conditions as the Commissioner of Public Works may determine is needed.

C. Driveway/Apron Permit

The driveway and apron permit inspection fees are as follows:

In order to maintain safety and welfare for all motor vehicle operators, pedestrians and the general public, the permittee shall following City ordinance regarding the construction of driveways. The Permittee shall provide to the City for the Commissioner of Public Works a plan to review and approve showing existing and proposed driveway width, drainage, profile, sight distance, distance from intersecting streets centerlines, street signs, granite bounds, stone markers, stone walls, granite curbs, granite inlet blocks, catch basin frame and grates, hydrants, utility poles, trees, guardrails, fences and any other fixed objects.

D. Cored Holes at Pavement, Driveways and Sidewalks Permit

The Permittee shall fill any cored holes at his own expense. All core holes shall be identified and filled the same day they are cored. Suitable material for backfilling shall be placed in the cored hole and properly tamped prior to asphalt patching. The area of the asphalt patch shall be sealed with an asphalt seal and sand cover.

E. Cable Installation (Loop Detectors) – Saw Cut Permit

A dry diamond saw shall be used to make the cut. The width of the opening will not exceed the cable width. The depth will not exceed 2 inches or extend below the last layer of asphalt and into the gravel. After the cut-is made an air compressor will be

used to thoroughly clean the wireway in preparation for the cable, backer rod and armourcoat - (polyester fiber reinforced asphalt).

F. Moving Building Permit

The Commissioner of Public Works shall need to review the route and traffic issues this may cause. This may require traffic plans, type of building being moved and or inspection by an independent inspector during the relocation.

G. Temporary Road Closing Permit

The application shall include a plan of the road and a letter as to why this roadway should be closed for the time needed. The plan shall indicate the limits of the closure, proposed signing to be placed during the closing, location of police if needed as directed by the police department and rerouting of traffic affected by this closure. Contractor shall be responsible for contacting appropriate utilities and emergency response (see Section 4 for contact information).

H. Drain Connection Permit

Residents are allowed to connect a private drain from their property to the City's drainage system, after engineering has checked the area and their request to be certain that the City system will take the drainage. The homeowner will be required to sign Release and Indemnification Form provided by the City, and a Grant of License will have to be granted by the D.P.W. Commissioner.

A plan showing the proposed drain location, pipe size and other pertinent details must be provided and attached to the drain permit. A review by a Licensed Professional Engineer shall certify that the increased drainage will not significantly impact the City's drainage system. The City drainage system shall not be currently deficient or made deficient by the drainpipe connection.

SECTION 9. PROTECTED STREET LIST

Road opening permits issued for the following roads require curb to curb resurfacing. No opening of roads on said list will be permitted on roads having been reconstructed or resurfaced within one (1) year of the date of completion. After one (1) year, the permittee will be responsible for curb to curb cold planning and resurfacing for a limit as determined by the City Engineer or his/her designee and to include any ancillary work resulting from permitted work on these protected streets. The limits will be as determined in the permit conditions.

Reconstructed streets are protected for a 5 year period from when final paving of the roadway takes place. The current 5 years list is as follows:

Affected Streets

2010

Butler Circle
Arnold Street (Broad Street to Sumner Street)
Auburn Street
Bartlett Street
Belmont Street
Bigelow Street (Donald Lynch Boulevard to Millham Brook)
Boundary Street (Boston Post Road West to #33 Boundary Street)
Boundary Street (Bridge over Assabet River to City Line)
Clinton Street (East Main Street to #68 Clinton Street)
Exeter Street
Forest Street (495 to Bartlett Street)
Grove Street
Harvard Street
Hillcrest Avenue (#35 to #72)
King's Grant Road
Lamarre Drive (Concord Road to Blanchette Drive)
Madison Street
Meadow Street
Northboro Road East
Rawlins Avenue
River Road (Maple Street to Walker Street)
Robin Hill Street (Bridge over Assabet River)
Spring Lane

2011

Berkley Street
Edinboro Street
Ellis Avenue
Elm Heights Terrace
Fay Court
Ferrecchia Drive
Gates Avenue
Highland Street
Maurice Drive
Mountain Avenue
Raffaele Road
Washington Street
Wood Road
Intersection of Pleasant and Chestnut Street

2012

Cortland Street
Curtis Avenue
First Street
MacQuarrie Drive
Maple Terrace
Masciarelli Drive
Parmenter Road
Preston Street
Reservoir Street
Royce Road
Russet Lane

2013

Belleview Avenue
Hudson Street – Union Street to Bolton Street
Miles Standish Drive – Girard Road to cul-de-sac

No road opening permits shall be issued for the following 2014 roads: Other than for emergencies as deemed by the Commissioner of Public Works or allowed by Council Order as a result of a majority vote of the Marlborough City Council.

2014

Bolton Street (Main St. to Union St.)
Brimsmead Street (Entirety)
Tremont Street (Entirety)
Church Street (Hildreth St. to Plymouth St.)
Greenwood Street (Church Street to Maple Street)
Plymouth Street (Entirety)
Houde Street (Entirety)
Rogers Avenue (Entirety)
Duca Drive (Entirety)
Hudson Street (Union St. to Mechanic St.)
Broad Street (W. Main St. to Lincoln St.)

SECTION 10. PRIVATE PROPERTY

Liability for damage to private property abutting the construction and caused by the permittee, his agents or servant shall be borne solely by the permittee performing the work.

SECTION 11. LIABILITY

The issuance of the permit to an individual utility or the utility company and/or its agents, or others as described in Section 1, paragraph 1.1 of this permit, shall constitute an agreement with the City of Marlborough whereby the utility or utility and/or its agents, and individual, or others shall indemnify, and save harmless the City of Marlborough against all claims for damages for injuries to persons or property, and against all costs, suits, expenses and losses occasioned by or arising from entering streets and/or ways and from occupancy and use of said streets and/or ways, and further agree to pay all costs and damages which may be recovered against the City of Marlborough, by reason of entering said street and/or ways on account of occupancy of said premises, and shall further be required to provide insurance therefore unless otherwise determined by the Commissioner of Public Works.

SECTION 12. ENFORCEMENT PROVISIONS

If an examination of the work reveals that it does not comply with or violates the provisions of this permit, the Commissioner of Public Works shall notify and order in writing, the permittee and its duly authorized supervisor at the work site who shall take such appropriate measures as necessary to assure compliance with the provisions of this permit. If a further examination of the work, not less than forty-eight (48) continuous hours after the issuance of orders, reveals that no positive action and/or appropriate measures are or were being taken by the permittee or its duly authorized supervisor at the work site to assure compliance with the provisions of this permit, the Commissioner of Public Works may rescind, suspend or modify, through the imposition of conditions, the permit.

SECTION 13. HEARINGS

Any person to whom any order to comply with the provisions of this permit is issued or any person who objects to the issuance of a variance may request a hearing before the Commissioner of Public Works or his designee by filing a written application within ten (10) days of the receipt of the order or within ten (10) days of the filing of notice of the granting of the variance.

SECTION 14. PENALTY

Any permittee who violates or refuses to comply with any provision of this permit and orders hereunder promulgated shall forfeit and pay to the use of the City of Marlborough a sum of fifty (\$50.00) dollars for each violation. Each day, or portion of a day, that any violation is allowed to continue shall constitute a separate violation of this permit.

SECTION 15. VARIANCE

The Commissioner of Public Works upon his own initiative or upon application to him by any individual, utility or may vary any provisions of this permit as he or she deem necessary with respect to any particular case when, in his or her opinion, the enforcement thereof would do manifest injustice or cause undue hardship, provided that his decision shall not

conflict with the spirit of this permit. Variances, when granted, shall be in writing and shall be effective for not more than one (1) year.

SECTION 16. SEVERABILITY

Each of these sections shall be construed as separate to the end that if any section or paragraph, sentence, clause or phrase thereof shall be held invalid for any reason, the remainder of that section and all other sections of this permit shall continue in full force.

SECTION 17. MUNICIPAL DEPARTMENT

Municipal Departments of the City of Marlborough shall be exempt from the fees associated with this permit, but shall conform to all other aspects of this permit.

SECTION 18. INCONSISTENCIES

All provisions of the ordinances of the City of Marlborough, as amended which are inconsistent with this permit, shall continue in effect.

LIST OF APPENDICES

| | <u># of Pages/Sheets</u> |
|--|--------------------------|
| Appendix A Application for Street Opening Permit | 2 |
| Appendix B Typical Water & Sewer Location Ties | 2 |
| Appendix C Workers Compensation Insurance Affidavit | 2 |
| Appendix D Release and Indemnification Form | 1 |
| Appendix E Scenic Roads List | 1 |
| Appendix F Construction Details | 7 |

APPENDIX – A
APPLICATION FOR STREET OPENING PERMIT



CITY OF MARLBOROUGH
 Department of Public Works
 135 Neil Street
 Marlborough, Massachusetts 01752
 (508) 624-6910 Ext. 7100
 Facsimile (508) 624-7699 TDD (508) 460-3610

APPLICATION FOR STREET OPENING & TRENCH PERMIT

FOR ANY STREET OPENINGS OR TRENCH EXCAVATIONS DEEPER THAN 3 FEET

DIG SAFE NO. _____

PERMIT FOR: (CHECK ALL BOXES THAT ARE APPLICABLE)

| Drain | Sewer | Water | Other Utility | Driveway | Curb Cut* | Street Obstruction | EMERGENCY | Private Property | Public Way |
|-------|-------|-------|---------------|----------|-----------|--------------------|-----------|------------------|------------|
| | | | | | | | | | |

* REQUIRES AN APPROVED SITE PLAN

NO CHARGE \$10.00

CONTRACTOR'S NAME/COMPANY: _____

ADDRESS: _____

PHONE NUMBER: _____ CONTACT PERSON: _____

EMERGENCY (AFTER HOURS) CONTACT PERSON: _____

PHONE NUMBER: _____

LOCATION OF PROPOSED WORK: _____

TRENCH DIMENSIONS: LENGTH _____ WIDTH _____ DEPTH _____

DESCRIBE FULLY NATURE OF PROPOSED WORK: _____

REQUESTED STARTING DATE: _____ COMPLETION DATE: _____

PERMITTEE IS REQUIRED TO NOTIFY ENGINEERING OFFICE AT LEAST **24 HOURS** PRIOR AND DURING REGULAR BUSINESS HOURS TO THE EXACT DATE & HOUR WORK IS TO BEGIN. ALL TRENCHES ARE TO BE **ATTENDED, BACKFILLED, BARRICADED, OR PLATED** TO MEET CITY REGULATIONS AND M.G.L. 82A AND 520 C.M.R. 14.00. A **SIGNED PERMIT** IS TO BE PRESENTED **PRIOR** TO ANY INSPECTION.

COMPLETE THE PROJECT SKETCH ON THE NEXT SHEET SHOWING THE PROPOSED WORK OR ATTACH A COPY OF DRAWING(S) SHOWING LOCATION AND EXTENT OF PROPOSED WORK AND PAVING AREA. INDICATE NORTH DIRECTION WITH AN ARROW, RELATIONSHIP TO EXISTING ROADS, SIDEWALK, DRIVEWAYS, LIGHT POLES, HYDRANTS, UTILITY STRUCTURES, TREES, FENCES, TRAFFIC SIGNS, TRAFFIC LOOP DETECTORS, LINE PAINTINGS, CROSSWALKS, LEGENDS, ETC. ALSO PROVIDE A TRAFFIC



MANAGEMENT PLAN CONSISTENT WITH THE LATEST MUTCD REGULATIONS IF APPLICABLE.

PROJECT SKETCH

THE CITY CAN PROVIDE GIS MAPS AND TRAFFIC MANAGEMENT GUIDELINES IN THE ENGINEERING DIVISION OFFICE.

PURSUANT TO M.G.L. c.82a, §3(3) AND (5)(i) AND (ii):

“PERSONS ENGAGING IN ANY TRENCHING OPERATIONS SHALL FAMILIARIZE THEMSELVES WITH THE FEDERAL SAFETY STANDARDS PROMULGATED BY THE OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION ON EXCAVATIONS: 29 CFR 1926.650 *et seq*, ENTITLED SUBPART P. EXCAVATIONS.”

BY APPLYING FOR, ACCEPTING AND SIGNING THIS PERMIT, THE APPLICANT ATTESTS TO THE FOLLOWING: (PLEASE CHECK)

- THAT I HAVE READ AND UNDERSTOOD THE REGULATIONS PROMULGATED BY THE DEPARTMENT OF PUBLIC SAFETY WITH REGARDS TO TRENCH SAFETY.
- THAT I HAVE READ AND UNDERSTOOD THE FEDERAL SAFETY STANDARDS PROMULGATED BY THE OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION ON EXCAVATIONS: 29 CFR 1926.650 *et seq*, ENTITLED SUBPART P. EXCAVATIONS.
- THAT I HAVE READ AND ACCEPT THE RULES, REGULATIONS AND ORDINANCES OF THE CITY OF MARLBOROUGH THAT GOVERN STREET OPENINGS AND ATTEST THAT ALL WORK WILL BE DONE IN CONFORMANCE WITH SAID RULES, REGULATIONS AND ORDINANCES.

.....
APPLICANT'S SIGNATURE

.....
DATE OF APPLICATION

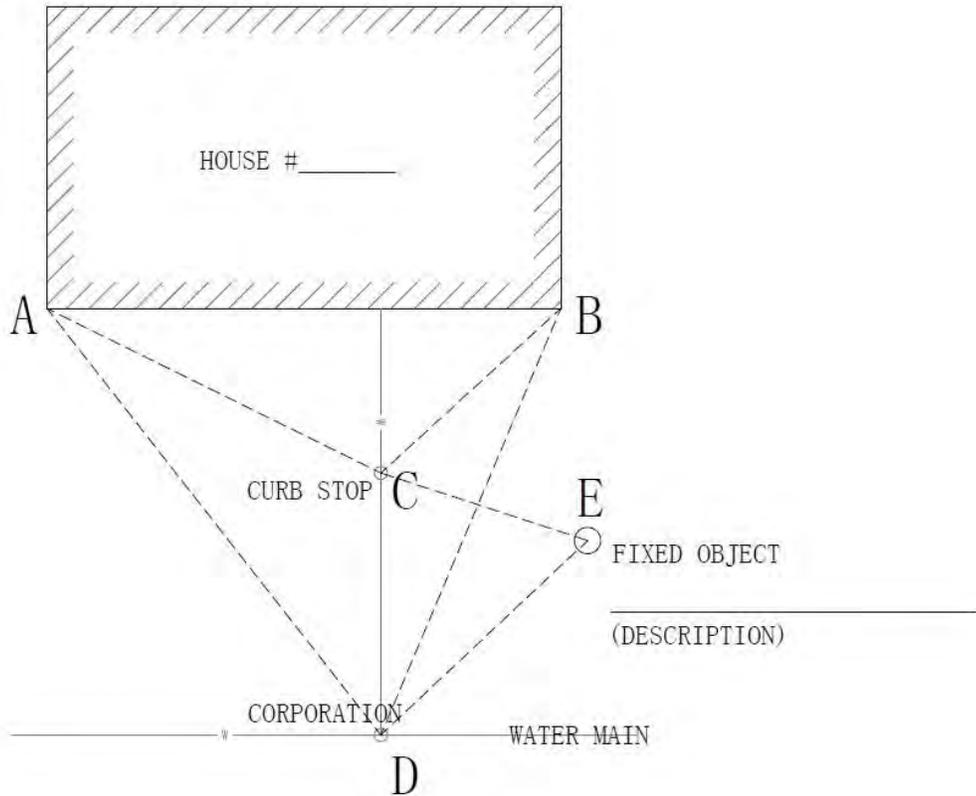
..... **PERMIT IS VALID FOR 30 DAYS FROM ISSUED DATE**

APPENDIX – B
TYPICAL WATER & SEWER LOCATION TIES

(Show **three** ties for each location including gates, bends, cleanouts, structures, etc.)

ADDRESS: _____

SERVICE NUMBER: _____



The fixed object should be something not likely to change (such as an adjacent building corner, a hydrant or utility pole). The sketch should identify the fixed object, in detail.

TIES (MEASURED IN THE FIELD):

A->C _____ B->C _____ A->D _____ B->D _____ E->C _____ E->D _____

TYPE AND SIZE OF PIPE: _____

DISTANCE HOUSE TO PROPERTY LINE: _____

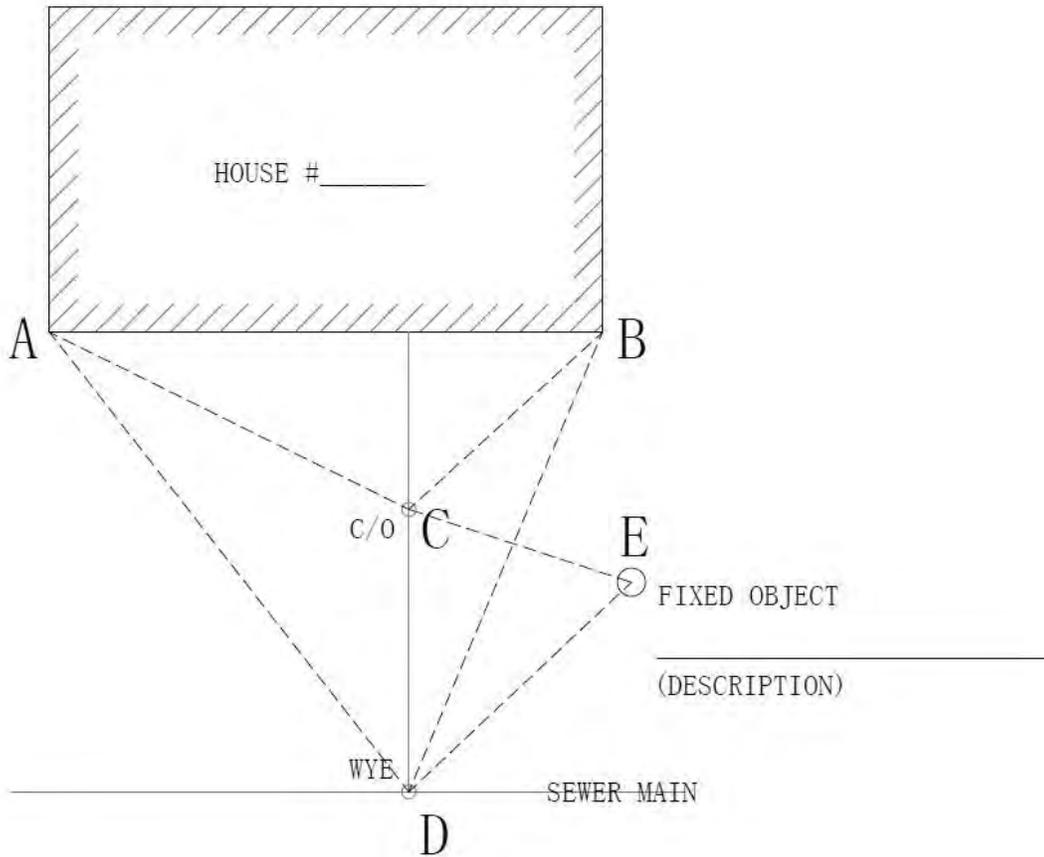
DISTANCE PROPERTY TO MAIN: _____

FITTINGS USED: _____

(Show **three** ties for each location including gates, bends, cleanouts, structures, etc.)

ADDRESS: _____

SERVICE NUMBER: _____



TIES (MEASURED IN THE FIELD):

A->C _____ B->C _____ A->D _____ B->D _____ E->C _____ E->D _____

TYPE AND SIZE OF PIPE: _____

DISTANCE HOUSE TO PROPERTY LINE: _____

DISTANCE PROPERTY TO MAIN: _____

FITTINGS USED: _____

APPENDIX - C
WORKERS COMPENSATION INSURANCE AFFIDAVIT



The Commonwealth of Massachusetts
 Department of Industrial Accidents
Office of Investigations
 600 Washington Street, 7th Floor
 Boston, Mass. 02111

Workers' Compensation Insurance Affidavit: Building/Plumbing/Electrical Contractors

Applicant information: Please PRINT legibly

name: _____

address: _____

city _____ state: _____ zip: _____ phone # _____

work site location (full address): _____

- I am a homeowner performing all work myself. Project Type: New Construction Remodel
 I am a sole proprietor and have no one working in any capacity. Building Addition
 I am an employer providing workers' compensation for my employees working on this job.

company name: _____

address: _____

city: _____ **phone #:** _____

insurance co. _____ **policy #** _____

I am a sole proprietor, **general contractor**, or **homeowner (circle one)** and have hired the contractors listed below who have the following workers' compensation policies:

company name: _____

address: _____

city: _____ **phone #:** _____

insurance co. _____ **policy #** _____

company name: _____

address: _____

city: _____ **phone #:** _____

insurance co. _____ **policy #** _____

Attach additional sheet if necessary

Failure to secure coverage as required under Section 25A of MGL 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one years' imprisonment as well as civil penalties in the form of a STOP WORK ORDER and a fine of \$100.00 a day against me. I understand that a copy of this statement may be forwarded to the Office of Investigations of the DIA for coverage verification.

I do hereby certify under the pains and penalties of perjury that the information provided above is true and correct.

Signature _____ Date _____

Print name _____ Phone # _____

official use only do not write in this area to be completed by city or town official

city or town: _____ **permit/license #** _____ Building Department
 Licensing Board
 Selectmen's Office
 Health Department
 Other _____

check if immediate response is required

contact person: _____ **phone #:** _____
(revised Sept. 2003)

Information and Instructions

Massachusetts General Laws chapter 152 section 25 requires all employers to provide workers' compensation for their employees. As quoted from the "law", an *employee* is defined as every person in the service of another under any contract of hire, express or implied, oral or written.

An *employer* is defined as an individual, partnership, association, corporation or other legal entity, or any two or more of the foregoing engaged in a joint enterprise, and including the legal representatives of a deceased employer, or the receiver or trustee of an individual, partnership, association or other legal entity, employing employees. However the owner of a dwelling house having not more than three apartments and who resides therein, or the occupant of the dwelling house of another who employs persons to do maintenance, construction or repair work on such dwelling house or on the grounds or building appurtenant thereto shall not because of such employment be deemed to be an employer.

MGL chapter 152 section 25 also states that **every state or local licensing agency shall withhold the issuance or renewal of a license or permit to operate a business or to construct buildings in the commonwealth for any applicant who has not produced acceptable evidence of compliance with the insurance coverage required.** Additionally, neither the commonwealth nor any of its political subdivisions shall enter into any contract for the performance of public work until acceptable evidence of compliance with the insurance requirements of this chapter have been presented to the contracting authority.

Applicants

Please fill in the workers' compensation affidavit completely, by checking the box that applies to your situation. Please supply company name, address and phone numbers along with a certificate of insurance as all affidavits may be submitted to the Department of Industrial Accidents for confirmation of insurance coverage. **Also be sure to sign and date the affidavit.** The affidavit should be returned to the city or town that the application for the permit or license is being requested, **not** the Department of Industrial Accidents. Should you have any questions regarding the "law" or if you are required to obtain a workers' compensation policy, please call the Department at the number listed below.

City or Towns

Please be sure that the affidavit is complete and printed legibly. The Department has provided a space at the bottom of the affidavit for you to fill out in the event the Office of Investigations has to contact you regarding the applicant. Please be sure to fill in the permit/license number which will be used as a reference number. The affidavits may be returned to the Department by mail or FAX unless other arrangements have been made.

The Office of Investigations would like to thank you in advance for your cooperation and should you have any questions, please do not hesitate to give us a call.

The Department's address, telephone and fax number:

The Commonwealth Of Massachusetts
Department of Industrial Accidents
Office of Investigations
600 Washington Street, 7th Floor
Boston, Ma. 02111
fax #: (617) 727-7749
phone #: (617) 727-4900 ext. 406

APPENDIX - D
RELEASE AND INDEMNIFICATION FORM



CITY OF MARLBOROUGH
 Department of Public Works
 135 Neil Street
 Marlborough, Massachusetts 01752
 (508) 624-6910 Ext. 7100
 Facsimile (508) 624-7699 TDD (508) 460-3610

RELEASE AND INDEMNIFICATION

PL ____ PCL _____

We _____ of _____ our heirs, executors, successors, administrators, and assigns, in consideration of the permission given to us by the City of Marlborough, Massachusetts through its Department of Public Works to drain my premises located at _____ by means of a connection of my drainpipe from said premises into the infrastructure of the City's drainage system, do hereby agree to release and indemnify the City and all Departments and Divisions of the City, including without limitation the Department of Public Works, with respect to any issues, including without limitation all actions, causes of action, suits, damages, and any and all claims, demands and liabilities whatsoever of every name and nature, both in law and equity, including claims by third parties, that may arise out of or in connection with said connection to the infrastructure of the City's drainage system. The existence of insurance shall in no way limit the scope of defense and indemnification recited herein.

The reason for the connection to the infrastructure of the City's drainage system is: _____

I further affirm that I have read this Consent & Release Form and that I agree to its conditions.

Property Owner _____ Date _____
PLEASE USE BLUE INK

Property Owner _____ Date: _____
PLEASE USE BLUE INK

(If signing on behalf of a legal entity, please attach a record of that entity's authorization to bind the entity).

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

On this ____ day of _____ 20 __, before me, the undersigned notary public, personally appeared _____, proved to me through satisfactory evidence of identification which were _____, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose.

 Notary Public:
 My Commission Expires:

**APPENDIX - E
SCENIC ROADS LIST**



CITY OF MARLBOROUGH

SCENIC ROADS LIST

In accordance with Massachusetts General Law 405, Section 15C and Marlborough City Council Order No. 92-4365A.

| | |
|--------------------|---------------------------|
| ASH STREET | HEMENWAY STREET |
| BEACH STREET | HEMENWAY STREET EXTENSION |
| BERLIN ROAD | HOSMER STREET |
| BIGELOW STREET | MLLHAM STREET |
| BRIGHAM STREET | PARMENTER ROAD |
| CHURCH STREET | PLEASANT STREET |
| CLOVERHILL STREET | ROBINHILL ROAD |
| CONCORD ROAD | SPOONHIL AVENUE |
| DUDLEY STREET | STEVENS STREET |
| EAST DUDLEY STREET | STOW ROAD |
| ELM STREET | SUDBURY STREET |
| FARM ROAD | WAYSIDE INN ROAD |
| FITCHBURG STREET | WEST HILL ROAD |
| FRAMINGHAM ROAD | WESTBORO ROAD |

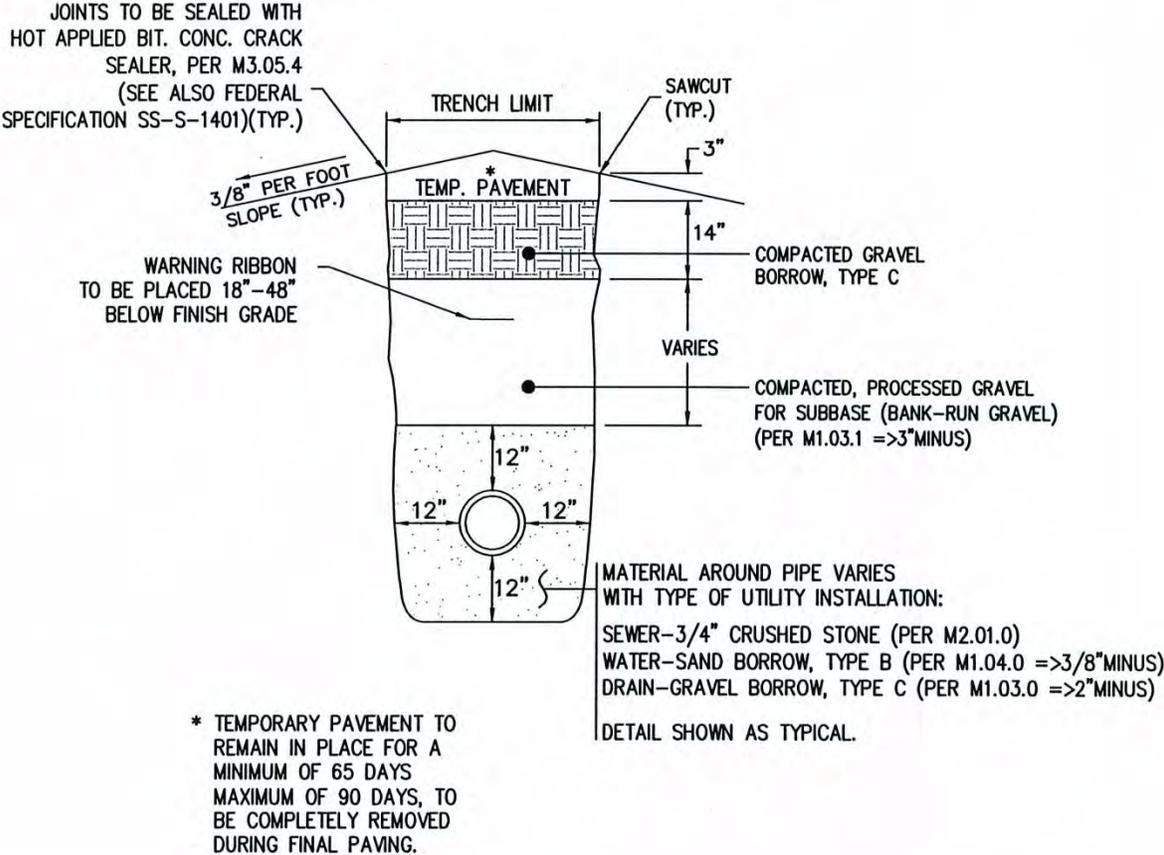
**APPENDIX - F
CONSTRUCTION DETAILS**



CITY OF MARLBOROUGH
DETAILS

- 1- EXCAVATION TRENCH**
- 2- TEMPORARY TRENCH**
- 3- PERMANENT TRENCH**
- 4- FLOWABLE FILL TRENCH**
- 5- UTILITY CROSSING**
- 6- SIDEWALK/DRIVEWAY - ADA SLOPE**
- 7- PLATING DETAIL**

EXCAVATION TRENCH

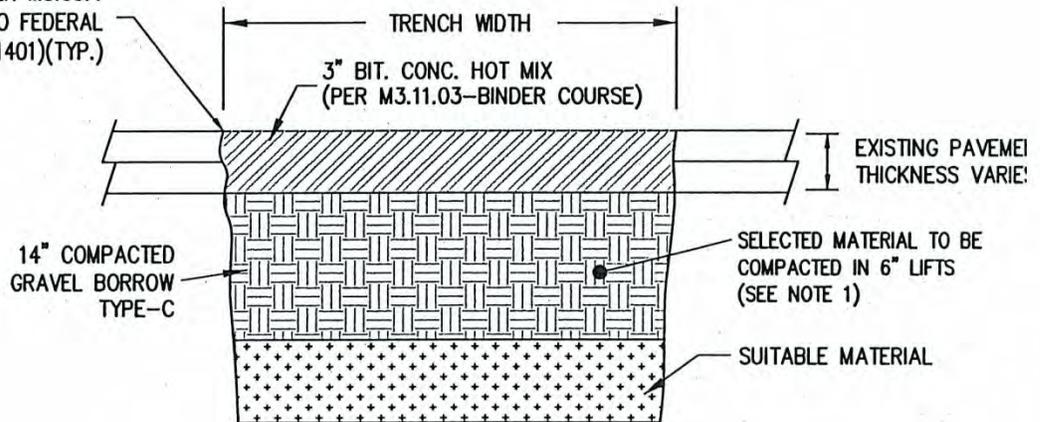


TYPICAL EXCAVATION TRENCH

N.T.S.

TEMPORARY TRENCH

JOINTS TO BE SEALED WITH
HOT APPLIED BIT. CONC. CRACK
SEALER, PER M3.05.4
(SEE ALSO FEDERAL
SPECIFICATION SS-S-1401)(TYP.)



NOTE 1:

COMPACTION EQUIPMENT SHALL MEET OR EXCEED THE MINIMUM REQUIREMENTS TO OBTAIN THE COMPACTION STANDARDS DESCRIBED IN THE CONSTRUCTION NOTES, UNLESS OTHERWISE APPROVED BY THE CITY ENGINEER. IN PROXIMITY TO STRUCTURES, A JUMPING JACK COMPACTOR SHALL BE REQUIRED.

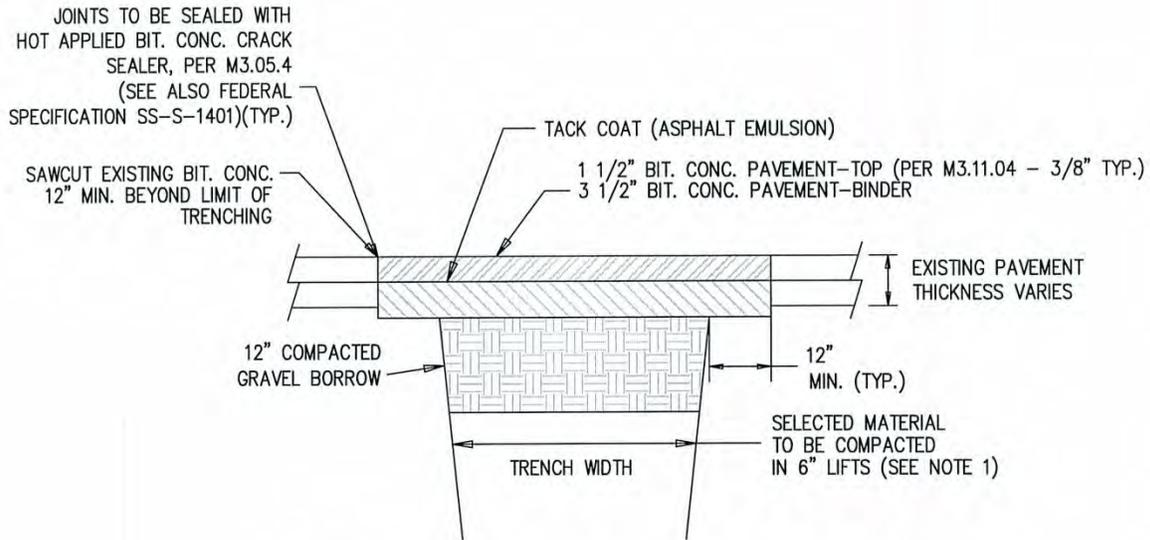
TEMPORARY TRENCH PAVING TYPICAL SECTION

N.T.S

Temporary pavement shall be placed on the surface of the fill and thoroughly compacted. Temporary pavement shall be Class I bituminous concrete Type I-1, three inches thick. "Cold patch" may be allowed, if approved by the Commissioner of Public Works, due to adverse weather conditions. If plates are used they shall be secured and ramped to match the existing pavement. Temporary paving or steel plating shall immediately follow the back filling of the trench.

Temporary trench paving is not required where flowable fill is used for backfill material.

PERMANENT TRENCH



NOTE 1:

COMPACTION EQUIPMENT SHALL MEET OR EXCEED THE MINIMUM REQUIREMENTS TO OBTAIN THE COMPACTION STANDARDS DESCRIBED IN THE CONSTRUCTION NOTES UNLESS OTHERWISE APPROVED BY THE CITY ENGINEER. IN PROXIMITY TO STRUCTURES, A JUMPING JACK COMPACTOR SHALL BE REQUIRED.

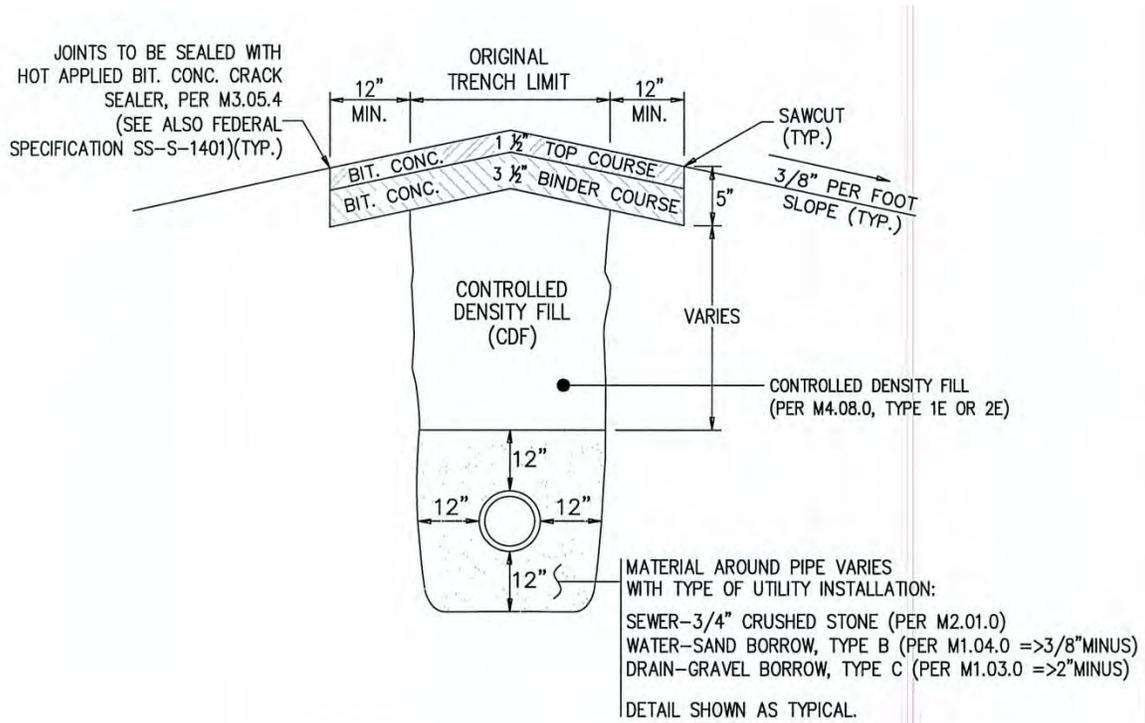
TYPICAL FINAL TRENCH PAVING

N.T.S

The final bituminous concrete surface shall not be placed any earlier than 65 days or no later than 90 days from the completion of the temporary surface without the approval from the Commissioner of Public Works. The temporary pavement and sub-base shall be excavated to the grade required by the permit prior to placement of the final bituminous concrete surface. The binder course shall not be less than the existing binder course and shall not be less than three and one-half inches (3-1/2") in depth and the top course shall be one and one-half inches (1-1/2") in depth. In some instances, beyond a simple trench excavation, pavement details and resurfacing requirements will be included as a special condition in the permit (i.e. pavement requirements on Rte. 85).

Where flowable fill is used for backfill, permanent trench paving shall take place after the flowable has set.

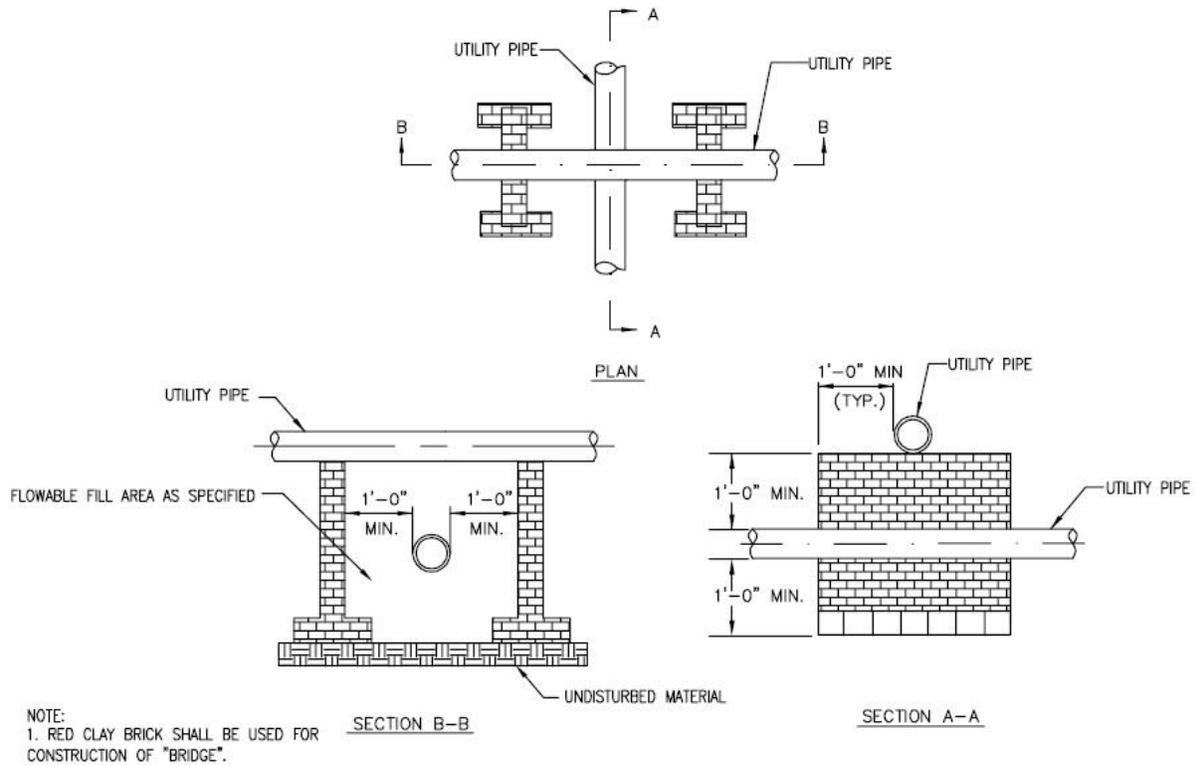
FLOWABLE FILL TRENCH



TYPICAL
FLOWABLE FILL TRENCH

N.T.S.

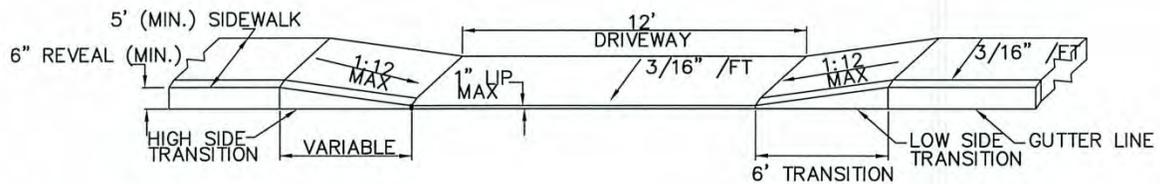
UTILITY CROSSING



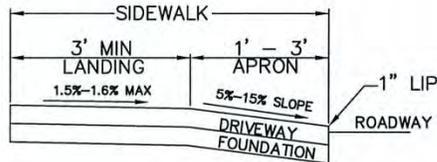
UTILITY CROSSING BRIDGE

N.T.S.

SIDEWALK/DRIVEWAY - ADA SLOPE



| PROFILE GRADE | | TRANSITION LENGTH L _{tr} (FT.) |
|---------------|-----|--|
| % | G | |
| 0 | 0 | 6.0 |
| 1 | .01 | 7.0 |
| 2 | .02 | 8.0 |
| 3 | .03 | 9.5 |
| 4 | .04 | 11.5 |
| 5+ | .05 | 15.0 MAX. |



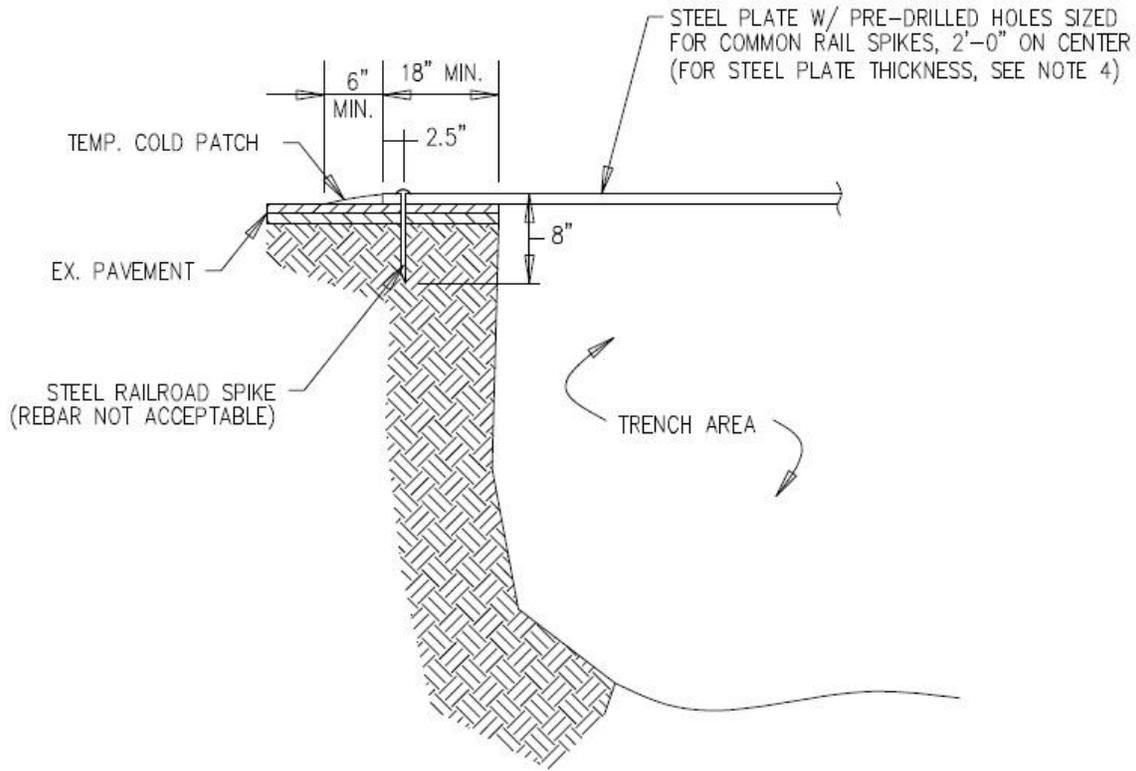
Note:

- 1) All details are subject to change without notice. Check with the City of Marlborough's Department of Public Works prior to using these details for the most up to date revisions.

DRIVEWAY

N.T.S.

PLATING DETAIL



NOTE:

1. THE CITY RESERVES THE RIGHT NOT TO ALLOW THE USE OF STEEL PLATES TO SECURE TRENCHES AT ANY TIME THROUGHOUT CONSTRUCTION.
2. PLACE 48"X48" ORANGE AND BLACK CONSTRUCTION SIGN, STATING "STEEL PLATES 100 FT." TO PROVIDE DRIVERS WITH ADVANCED NOTICE. SEE TRAFFIC MANAGEMENT PLAN FOR PLACEMENT OF SIGNAGE.
3. NOT MORE THAN ONE (1) STEEL PLATE SHALL BE USED AT ANY TIME AND CAN NOT BE USED ON EXCAVATIONS GREATER THAN 7- FEET WIDE.
4. STEEL PLATE DIMENSIONS AND THICKNESS SHALL BE DESIGNED BY THE CONTRACTOR. STEEL PLATE THICKNESS SHALL BE DESIGNED TO ALLOW DEFLECTION OF NOT MORE THAN 0.25".
5. PROVIDE WOOD WEDGES UNDER PLATE EDGES AT UNEVEN SURFACES TO MINIMIZE MOVEMENT.

STEEL PLATE DETAIL

N.T.S.