

**TOWN OF HARDWICK  
POLICY FOR EXCAVATION WITHIN  
LIMITS OF A TOWN ROADWAY**

**Purpose:** To provide for the public safety and to ensure that all excavations within the limits of a Town highway or street will be completed in such a manner as to restore the highway or street to it's previous condition or better. This policy will give direction to private contractors who work in the public right of way.

**Public Notice:** Prior to any excavation within the public right of way that will cause the highway or street to be closed, signage will be placed to give direction to alternate routes. If there is no alternate route and the roadway will be closed, all residents who are to be isolated will be given 24 hour notice prior to closing the road. Such notice will include date and time of closure and date and time of reopening of the roadway. Any closure of a public roadway also requires notice to emergency services dispatch and the Hardwick Town offices 24 hours prior to closure. At the completion of work, notice will be given to emergency services dispatch and the Hardwick Town offices that the roadway is reopened.

**Authorization:** Any excavation work to be done with the Town right of way shall require authorization from the Town Manager or Public Works Supervisor at least 24 hours Prior to the work commencing. This section does not apply to utility work being By Hardwick Electric unless the excavation will cause closure of the roadway.

**Restoration:** At the completion of any excavation on a Town roadway, the roadway will be restored with suitable material in lifts of not more than 8 inches and will be compacted as directed by the Public Works supervisor.

**Emergency:** If an emergency situation exists, as determined by either the Town Manager or the Situations Public Works Supervisor, that requires closure of a roadway for excavation, the notification portion of this policy does not apply.

Adopted September 18, 2003