

**TOWN OF WAKEFIELD
HIGHWAY DEPARTMENT
ROAD & SIDEWALK OPENING/TRENCH PERMIT**

Town Use Only

Approved ☐
Denied ☐
Date: _____
Expiration: _____

Application Type: ☐ **Utility**

☐ **New Construction**

Applicant Instructions: Please complete Sections I, II, and III below. The Board of Selectmen will review this permit at their next regular meeting. Applications must be received no later than three business days prior to the Board of Selectmen's Meeting. If applicant has an emergency, the above application procedure may be waived. Emergency applicants are to complete Sections I, II, III and notify the Wakefield Road Agent within 12 hours.

Section I. Applicant Information

Applicant Name: _____

Applicant Address: _____

Telephone: _____

Work Location: _____

Scope and Nature of Project: _____

Section II. Contractor Information

Contractor Name: _____

Contractor Address: _____

Telephone: _____

Date work is to begin: _____

Date work is to end: _____

To be completed by Town: I/We, the Contractor, agree to save harmless the Town of Wakefield, New Hampshire from any and all claims arising from this construction. Furthermore, the Contractor agrees to furnish a continuing Surety Bond in the amount of _____ dollars (\$ _____)* guaranteeing the fulfillment of the provisions, instructions and regulations prescribed herein, and later instructions issued by the Road Agent during the performance of the work, and satisfactory maintenance of the disturbed areas for a period of two (2) years, or until _____ 20____.

Contractor Signature: _____ **Date:** _____

*Surety bond may be waived for work done by other governmental entities at the discretion of the Town.

Section III. Owner Information

Owner: _____

Address: _____

Telephone: _____

I/We, the Owners, agree to save harmless the Town of Wakefield, New Hampshire from any and all claims arising from this construction, maintenance and operation of the said item(s) described in this permit and agree to obtain permits from the Road Agent before performing any future excavation for maintenance or renewal of the said items (s) within the highway limits. I/We, the Owners, agree to assume such additional cost as the Town may incur due to the maintenance, operation, renewal, or extension of said item(s) described in this permit within the highway limits. It is understood and agreed that this permit is for the right of construction, occupancy, and operation of the said item(s) described in the permit and is by sufferance only, with the Town reserving the right to require, in event of future alterations of the highway, or highway right-of-way, certain alterations, relocations, or complete removal of said item(s) described in this permit and we, the Owners agree to perform such work promptly and at our own expense. Also I/We hereby agree to assume such additional costs as the Town may incur, by reason of my/our failure to perform this work in the manner prescribed above, and am familiar with the penalty imposed by RSA 234:14.

Owner Signature: _____ **Date:** _____

Section IV. Town Specifications and Conditions

I/We hereby agree to conform to the following instructions and regulation in regards to the performance of the work proposed under this request:

- 1. Line depth of 18"-24"**
- 2. Line identification with tape that reads "electrical line"**
- 3. Removal and replacement of all excavated material. The material you will likely excavate from the road will be unsuitable for unsuitable for backfill.**
- 4. Backfill must include 3/4 inch crushed gravel, compacted every 12 inch lift.**
- 5. Abutter(s) must be notified of the work so he may coordinate road access.**
- 6. Notify dig-safe in writing (w/copy to Town) line's location.**
- 7. Notify the Wakefield Police Department (522-3232) the day work will commence. Notification will allow the town's police and fire services to be aware that the road is not accessible for emergencies.**

I/We also agree to any additional instructions issued by the Road Agent, during the process of the work. In the areas where the pavement is to be excavated, it shall be neatly and uniformly cut with square edges by machine at each side of all trenches. Every precaution shall be used to prevent undermining of the remaining pavement. Any undermined areas inadvertently developed shall have the projecting pavement cut square and removed. To prevent differential frost heaving, all suitable material excavated below sub-grade must be saved and used for backfill. The disturbed area must be backfilled and thoroughly compacted in layers not exceeding 6 inches in depth up to sub-grade. The base course shall be replaced and compacted as it was constructed. Crushed gravel may be used if only one type of base material is encountered.

Maximum length of trench to be open at one time shall be no more than **22** feet and no more than **11** feet left open at night. Suitable unrestricted ingress and egress to properties abutting the highway shall be maintained at all times. Two way traffic nights, weekends, and holidays shall be maintained at all times. Any pavement damage or open trench in paved section (traveled way) must be backfilled and temporarily patched with hot top or cold patch, or other acceptable material, the same day, unless otherwise stated in the permit.

The pavement must be replaced in kind under the direction of the Road Agent or Representative listed below; please notify him/her at least 24 hours before doing any work. An approved bituminous plant mix, or other like-kind

suitable material shall be placed and carefully graded and rolled to the adjacent pavement grade as a temporary patch. Just before completion of the project and after suitable exposure of temporary patches to traffic compaction, the pavement shall be sawn to provide a flat diamond shaped patch with a two foot minimum overlap on undisturbed material, that will permit only one wheel of a vehicle at a time to strike the patch area.

Within the sawn limits of the final patch, the existing pavement and temporary patch material shall be removed and replaced with an equal depth of type-I-1 asphaltic concrete, layered and compacted to meet the existing pavement edge exactly. Saw cuts for final patching shall be as directed by the Road Agent.

In other areas, the present surface type shall be restored by placing similar material in top of trench to a depth equal to that existing before excavation. Any existing grassland additionally shall be fertilized, reseeded, and mulched. Any asphalt or concrete sidewalk shall have surfaces of equal depth, kind, and quality placed.

We, the Contractor, and We, the Owner, agree to the following: Due to weather conditions, (snow, sleet, freezing rain, rain, fog, or any other act of God) this permit will be void subject to a review of the area by the Road Agent. Permission to continue construction may be allowed on a day-to-day basis after said review, but subject to instructions from the Road Agent or his representative.

Traffic must be maintained during the performance of the work. It shall be protected by suitable barricades, standard warning, and advance warning signs, flags during the day and proper lighting at night. Uniformed special traffic officers shall be provided whenever two way traffic cannot be maintained, and at the request of the Police Chief during any time that he deems them necessary for the protection of the public. All signs shall be kept in good repair at all times.

Any future surface distortion along the trench lines, due to settlement or other causes attributable to the construction, shall be corrected as required during the period of two years following the acceptance of the project by the Owners.

Section V. Approval

Pursuant to RSA 231; 184, 185 186 and RSA 236; 9, 10, 11, permission is hereby granted to disturb the surface, sidewalk, shoulders, ditches, or slopes as detailed, subject to the conditions and agreements given above.

Approved By:

Road Agent Signature

Date: _____

Board of Selectmen

Date: _____