

SOUTH PORTLAND FIRE DEPARTMENT

STANDARD OPERATING GUIDELINES

Policy #:	5.125	Effective Date:	7/10/2012
Title:	Hydrant Maintenance	# of pages:	2
Category:	Administration	Classification:	Green

1. **PURPOSE:** The purpose of this guideline is to ensure municipal hydrants in the City are maintained appropriately throughout the year.

2. **POLICY:**

The Portland Water District (PWD) is responsible for the care and maintenance of fire hydrants in the City. This care and maintenance includes:

- Testing and the pumping of all municipal hydrants in the fall
- Painting
- Rechecking hydrants that have been used by the department in the fall and winter

The South Portland Fire Department is responsible for the following:

- If the hydrant is used during winter months (Oct-April), it shall be pumped dry. Dispatch shall notify PWD to advise them that a hydrant at a certain location was used and pumped.
- Trimming grass/brush from around hydrants as needed
- Flagging the hydrants for the winter
- Shoveling the hydrants

When a hydrant is to be used in any situation, including a fire incident:

- The hydrant shall be turned on slowly and then flushed before and hose is attached to a port. This clears any debris that may be in the hydrant and ensures the hydrant is operation.
- If for any reason the hydrant does not work, this enables the SPFD to move to a different one before the hose line is hooked up.
- When a hydrant isn't operational this should be relayed by radio to Command.

Trimming:

- As needed from time to time the hydrants should be inspected and trimmed to ensure ease of location and use.

Flagging:

- It is the Company Captains (or their designee) responsibility to ensure that the hydrant shoveling lists are up to date, and the hydrant flags are attached prior to any storms.

- Flags should be installed on the right side port (when looking at the hydrant from the street) to assist in locating the hydrant when plowing.

Shoveling:

- Shoveling of hydrants shall begin as soon as possible after Public Works has completed plowing and winging back.
- The Duty Chief will determine if the call companies will be activated.
- The Duty Chief will determine if staffing will be increased to 5 at Western Avenue.
- The Officers/MIC of the stations shall coordinate shoveling with the Duty Chief to ensure an even workload (emergency calls or other interruptions) between the 3 stations and any call company members.
- Employees **shall** wear either reflective vests or turnout gear at all times.
- Park vehicles, with the warning lights operating, prior to the hydrant (relative to traffic flow) to protect personnel from traffic. Turn off headlights if facing traffic.
- During heavy traffic congestion (rush hour) complete the side streets first and then return to the main arteries.
- Crews will not return to stations until either: all hydrants in the city are cleared or Duty Chief has suspended shoveling (with the exception of short meal breaks, crew changes, equipment maintenance issues.)
- Plowing of hydrants will be allowed as long as there is no damage to city vehicles, hydrants or private property in doing so. Plowing should normally occur overnight when traffic is at a minimum.

Private Use of Hydrants:

- Hydrants are not to be used for private purposes (non firefighting) without the permission of the Portland Water District.

3. REFERENCES:

- SPFD Bulletin 96-8
- SPFD Bulletin 96-33
- SPFD SOG 98-1
- SPFD Bulletin 2009-04

By Order Of:

Kevin W Guimond

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