



Cotton Valley Rail Trail Club

Railcar Operating Rules

Effective June 07, 2011

Cotton Valley Rail Trail Club Inc.

P.O. Box 417

64 Governor Wentworth Highway

Wolfeboro Falls, NH 03896

I. Minimum Requirements for Equipment

1. **TOW HITCHES.** 2 tow points, centered front and rear. Hole 1 inch, mounted 6 to 16 inches from railhead, able to accept 3/4 - 1 inch pin with retainer.
2. **TOW BAR.** Length to be no shorter than 20 inches.
3. **BRAKES.** Car unable to be moved when the brake is applied to first notch. Brake shoes should be of sufficient thickness so that they are not worn through the liner to the blocking.
4. **LIGHTS.** White light to front, Red to rear. Stop light activated when brake applied. All lights shall be displayed at all times. Lights must be of sufficient brightness as to be seen at a reasonable distance (300 feet).
5. **WHEELS.** Tread thickness to be no less than 1/8" on light/medium cars, 3/32 on cars with 14" wheels, 5/32" on heavy cars.
6. **FUEL TANK.** Red in color for gasoline, green for diesel, not to extend beyond rear of supporting frame. Strongly recommended that tank be protected by a tank guard.
7. **HORN / BELL.** Railcar must have an audible signaling device that allows the car to be heard at a minimum distance of 50 feet.
8. **WINDOWS.** Laminated safety glass or Lexan. No cracked or broken glass.
9. **FLOORBOARDS.** Adequate floorboards for operator and passengers shall be conveniently located and securely fastened to the car.
10. **ROTATING PARTS.** Exposed moving engine, gear or drive line parts must have proper guards to prevent injury to riders or bystanders.
11. **FLAGS.** 2 flags, orange or red in color
12. **FIRE EXTINGUISHER.** Fully charged ABC fire extinguisher with a minimum two-pound capacity.
13. **CLOTHING / SAFETY GEAR.** Long trousers, with ankle length boots, work gloves, and reflective safety vest/belt. Sneakers, tennis shoes, and open toed footwear are not acceptable.
14. **GOVERNING RULES.** All motorcars shall have an approved copy of the rules established by the CVRTC Safety Committee.
15. **HOME BUILT / EXTENSIVELY MODIFIED CARS.** All cars that are homebuilt, or have extensive modifications, shall adhere to the CVRTC minimum requirements, as well as those set forth in the "NARCOA Custom-Built & Highly-Modified Motorcar Guidelines" handbook.

II. Recommended Equipment

1. **GEAR.** Hard Hat, Foul Weather Gear
2. **TOOL KIT.** Spark plug wrench, fuses, bulbs, oil, water, grease gun, wipes, chain and lock to secure car to rail etc.
3. **FIRST AID KIT.** Bandages, splints. Boating/RV/Car kits are sufficient.
4. **OTHER.** Flashlight, radio/cell phone, pencil, paper, handsaw/chainsaw

12. PASSENGER TRAILER BRAKES. Brakes shall be equipped on such cars so that when activated the brake shoes provide sufficient power to assist in stopping the trailer. Trailer brakes may be activated via a lever operated by a member riding in the trailer, or via an air/electronic braking system that is operated via the towing motor car when the towing cars' brakes are applied.

13. UNATTENDED ON-TRACK EQUIPMENT. When any type of on-track equipment is not continuously attended for an extended amount of time by the person in charge of the equipment, the equipment must be secured to prevent movement. A chain and lock securing the wheel to the rail of the first and/or last car of a group of cars shall be sufficient.

14. FIRST TIME OPERATOR MENTOR. It is mandatory for new members that a qualified operator ride with, or a new member operate their car with a group of other cars, so that the new member may become familiar with CVRTC line operations such as grade crossings, grade crossing flagging, switches, and trackage limits. See Operator Mentor packet for additional information.

15. NON CVRTC MEMBERS AS RIDERS. All persons riding in railcars at any CVRTC event (and recommended if you are having a non member rider out on a personal ride) SHAL have signed a CVRTC General Release Form as found on the Safety Page of the CVRTC website. Riders who are not CVRTC members and have not signed the CVRTC General Release Form will not be allowed to participate in the ride.

IV. EMERGENCY CONTACT INFORMATION

Physical Address of Fernald engine house

64 Governor Wentworth Highway
Wolfeboro, NH

Cotton Valley Line

Emergency: 911
Police: 569-1444
Fire: 569-1444

Ossipee Line

Emergency: 911
Police: 539-2284
Fire: 539-2284

NH Fish & Game

539-2284 – Via Carroll County Sheriffs Office

Huggins Hospital – Wolfeboro

240 South Main Street
569-7500

Directions: Rt 28, South towards downtown Wolfeboro. At “T” intersection with Rt. 28 / Rt. 109 in Wolfeboro Village, turn left onto Rt. 28 South. ER entrance will be .5 miles on your left.

In the event of an emergency on the Wolfeboro or Ossipee line, be sure to give your last milepost. The Carroll County Sheriffs Office has a map with each milepost location to make rescue easier.

V. EMERGENCY INSURANCE INFORMATION

Accident Contact – Walter Stapleton

Phone: 603-542-2756

Email: walterstapleton1@juno.com

Policy Holder:

Northeast Rail Coalition – (Cotton Valley Rail Trail Club)

Policy Number:

RRL 6710051 00

Involved in an accident/incident?

- Check to make sure that every one is ok, and that the scene has been secured to prevent any additional property damage or injury if possible.
- Dial 911 if Police/Fire/EMS is needed
- Incidents involving a motor vehicle or ATV **SHALL** require Police to respond.
- Provide contact information and insurance company to other party involved, but do NOT discuss accident with other party.
- Fill out a “field report” for accident/incident. A copy of the field report is included in the Safety Packet. Additional copies may be obtained from Bill McKenney, or the CVRTC Website.
- Contact Walter Stapleton immediately.
- Obtain photos if possible.
- Notify Bill McKenney – Insurance Coordinator as soon as possible.
Phone: 603-387-9295
Email: macdepot@metrocast.net

VI. RADIOS

1. RADIO CHANNEL. The operations channel for radios on CVRTC lines shall be NARCOA Mobile Channel 1. **NARCOA** is licensed for the frequency of **151.625 MHz**. The **NARCOA** call sign is WPHT745. This frequency is in what is known as the **VHF-High Land Mobile Radio (LMR) Service band**, and uses a modulation known as narrow band (**5 kHz deviation**) **FM**.

151.625 MHz is specifically assigned for itinerant use. That is, stations licensed to this frequency are not restricted to a certain geographical area and the license does not call out specific coordinates for base stations, but mobiles can move about within the United States, depending on the needs of the licensee. Power is restricted to **110 watts**.

NARCOA also has 2 additional radio channels that may be used:

NARCOA Mobile Channel 2: 151.505 MHz

NARCOA Mobile Channel 3: 158.400 MHz

FIELD ACCIDENT – INCIDENT REPORT

Your Name _____ Position _____
Telephone Work _____ Home/Cell _____
Address _____ City/State/Zip _____
Employer _____ Department _____

WHEN DID IT HAPPEN

Date _____ Day of Week _____ Time _____

WHERE DID IT HAPPEN

Location Name _____ Milepost/Address _____
Trains or Vehicles Involved _____

WHAT HAPPENED AND HOW? (Keep Brief)

TO WHOSE PERSON OR PROPERTY

Full name of injured or owner _____
Injured/Owner's Home Address _____
Injured/Owner's Home Telephone _____
Extent of Injury or Damage _____
Approximate Cost or Value _____
Hospital or Place Taken _____

NAMES AND ADDRESS OF WITNESSES

Signed _____ Printed Name _____ Date _____