

# ***HOUSATONIC RAILROAD COMPANY***

## **TIMETABLE No. 4**

In Effect 0001 Hours Sunday, May 1, 2022



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FOR EMPLOYEES ONLY

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John R. Hanlon, Jr. - President  
Eric Boardman – Superintendent of Operations

## Safety Check List:

- Did you have a Job Briefing?
- Do you need to call the Dispatcher?
- Do you have or need a Form D?
- Do you have the required books?
- Did you review the Bulletin Orders today?
- Do you have the required Personal Protective Equipment?
- Are you mentally and physically PREPARED to do your job safely today?
- Are you a TEAM PLAYER prepared to work with your fellow employees?

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## EMERGENCY MEDICAL FACILITIES

### R-3. Medical Facilities

All treatment and/or examinations for work related injuries or illness should be performed at the following locations, except in case of emergency.

#### Massachusetts

##### **Berkshire Occupational Health\***

610 North Street  
Pittsfield, MA



##### **Berkshire Medical Center**

725 North Street  
Pittsfield, MA



##### **Fairview Hospital**

29 Lewis Avenue  
Great Barrington, MA



Note – An asterisk (\*) indicates facilities that may be used for drug and alcohol testing

#### Connecticut

##### **Sharon Hospital**

West Main Street  
Sharon, CT



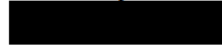
##### **New Milford Hospital**

21 Elm Street  
New Milford, CT



##### **Danbury Hospital**

95 Locust Avenue  
Danbury, CT



##### **St. Mary's Hospital**

56 Franklin Street  
Waterbury, CT



**CONTACT INFORMATION - TELEPHONE NUMBERS**

**STATE OF MASSACHUSETTS**

Call "911" to report a local emergency.

**STATE POLICE TROOP HEADQUARTERS**

Troop B Headquarters, North Hampton  
Telephone: ..... [REDACTED]

Station B-1, SP-Lee  
Telephone: .....(413)-[REDACTED]

**COUNTY GOVERNMENT**

Berkshire County  
Sheriff and Non-local "911" ..... (413) [REDACTED]

**LOCAL POLICE (Local "911")**

Pittsfield..... (413) [REDACTED]  
Lenox..... (413) [REDACTED]  
Lee..... (413) [REDACTED]  
Stockbridge..... (413) [REDACTED]  
Great Barrington ..... (413) [REDACTED]  
Sheffield..... (413) [REDACTED]

**STATE OF CONNECTICUT**

Call "911" to report a local emergency.

Stevenson Dam Operations – Flood Control Gate  
Derby Highway. Department..... (203) [REDACTED]

**STATE POLICE TROOP HEADQUARTERS**

Troop B Headquarters, North Canaan  
Telephone..... (860) [REDACTED]

Troop L Headquarters, Litchfield  
Telephone..... (860) [REDACTED] Dial 0

**LOCAL POLICE (Local "911")**

New Milford..... (860)-[REDACTED]  
Derby .....(203) [REDACTED] dial 1  
Shelton .....(203) [REDACTED] dial 0  
Monroe ..... (203) [REDACTED]  
Newtown ..... (203) [REDACTED]  
Brookfield ..... (203) [REDACTED]  
Danbury ..... (203) [REDACTED]

**Housatonic Railroad**

John R. Hanlon, Jr., President

Edward J. Rodriguez, VP & General Counsel

Parker Rodriguez, Office of Corporate Council

Matthew R. Whitney, Office of Corporate Council  
P.O. Box 687  
Old Lyme, CT 06371

Canaan Office – Monday thru Friday, 0600/2300 Hrs.  
90 Main Street  
P.O. Box 1146  
Canaan, CT 06018

General Business.....(860) [REDACTED]  
Fax.....(860) [REDACTED]

Dispatcher (Recorded).....(800) [REDACTED]

Parker Rodriguez, Marketing

Eric Boardman, Superintendent of Operations, DSLE  
Extension 11, Mobile Radio 106

Phil Bailly, Trainmaster/DSLE  
Extension 15, Mobile Radio 103

William Palmer, Chief Train Dispatcher  
Extension 12, Mobile Radio 105

Matt Boardman, Project Engineer  
Extension 17, Mobile Radio 104

Ethan Boardman, Assistant Project Engineer  
Extension 16, Mobile Radio 108

Adam Thorson, Supervisor Equipment Maintenance  
Mobile Radio 107

Canaan Crew Trailer.....(860) [REDACTED]

**CSXT**

"NC" Dispatcher..... (904) [REDACTED]

**METRO NORTH**

Waterbury Branch..... (212) [REDACTED]

Danbury Branch..... (212) [REDACTED]

Beacon Branch..... (212) [REDACTED]

## GENERAL SPECIAL INSTRUCTIONS – DEFINITIONS

### SPECIAL INSTRUCTION NUMBERS

Special Instructions pertaining to Operating Rules are preceded by the number or letter of the rule being modified or referenced. Speed Special Instruction are preceded by "SP".

### TERMINOLOGY, DEFINITIONS, and ABBREVIATIONS

In addition to the abbreviations listed in the NORAC's Terminology, Definitions, and Authorized Abbreviations, the following apply:

**H** - Housatonic Railroad (Form D)

**Normal Speed** - The maximum authorized speed as shown in the timetable reduced by permanent or temporary speed restrictions.

**Rusty Rail** - A condition that must be treated as an automatic warning device malfunction. See NORAC Rule 138-C.

**RWIC** – Roadway Worker In Charge

**SPVR** - Supervisor

**TRKM** – Trackman

**TSR** – Temporary Speed Restriction

## GENERAL SPECIAL INSTRUCTIONS - EQUIPMENT RESTRICTIONS

### EQ-1 Restrictions:

- A. Restrictions are found in the special instructions for each subdivision. Weight restrictions apply to standard cars that are 42 feet or longer outside length. Dimensional restrictions are expressed in terms of standard AAR Plate diagrams.
- B. Cars or lading with one or more of the following characteristics require clearance from the Engineering Department:
  - 1) Exceeds maximum weight and dimensions specified for the subdivision.
  - 2) Cars less than 42 feet outside length.
  - 3) Cars with more than four axles.
  - 4) Lading overhangs the end(s) of a car or is bolstered on two or more cars.

## GENERAL SPECIAL INSTRUCTIONS – OPERATING RULES

### A-1. Required Books in Effect

In accordance with Rule A, employees must have a copy of the current timetable, General Orders and rulebook with them while on duty.

Required books for Housatonic Railroad employees will be posted by General Order.

Employees of foreign railroads operating on Housatonic Railroad trackage must have a copy of the current timetable, General Orders and rulebook with them while on duty. They are governed by their home road's Safety Rules, Air Brake Rules, Hazardous Material Instructions, and any other instructions issued by the home road.

HRRC Employees operating on CSXT and MNRR property are governed by their Rules and Regulations. HRRC employees must be in possession of the "CSXT Book" or the "Metro North Book" containing pertinent orders and instructions prior to operating on their property.

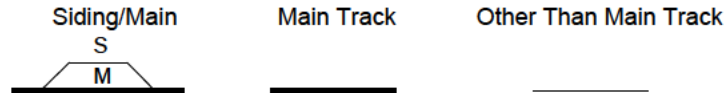
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### A-2. Timetable Station Pages

#### A. Track Charts

Timetable station pages include track charts showing the location of Main Tracks, Sidings and Other Than Main Tracks. Track charts are not to scale and are provided solely as guides to the location of these tracks.

Legend:



#### B. Method of Operation Column

Each station page contains a column indicating the method of operation rules in effect. In addition to listing DCS territory, gray is used as a visual reference to indicate the location of where DCS Rules are in effect. Where gray is not shown, it identifies the location of tracks operated at Restricted Speed such as Other Than Main Tracks and Main Tracks with Yard Limits.

#### C. Form D Authority Station Column

In addition to whole mileposts, only Stations with an "X" in this column can be used when writing a Form D Line 2 authority for movement.

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## GENERAL SPECIAL INSTRUCTIONS – OPERATING RULES

### **B-1. Good Faith Challenge**

Housatonic Railroad employees have an absolute right to challenge in good faith the procedures to be used to accomplish a specific task complying with NORAC rules, HRRC special instructions, safety rules, or federal regulations regarding the handling of equipment, switches, and fixed derails. The employees making such a good faith challenge shall not be required to comply with the directive until the challenge is resolved and may refuse any directive contrary to the issue being challenged.

The employee may be required to perform tasks unrelated to the challenge until the challenge is resolved. Another employee may be directed to perform the challenged task prior to the challenged being resolved as long as this other employee is informed of the challenge and does not make a good faith determination that the challenged task would violate NORAC operating rules, HRRC special instructions, safety rules, or federal regulations regarding the handling of equipment, switches and fixed derails.

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### **C-1. Operating Rules Qualification**

MNRR, and P&W employees who operate over Housatonic Railroad are not required to attend a HRRC NORAC operating rules class. Instruction on NORAC rules where they differ from those of MNRR will be given as part of MNRR rules class. This does not relieve MNRR, and P&W employees from meeting HRRC requirements for qualifying on the physical characteristics of the territory involved.

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### **G-1. Alcohol and Drug Testing**

- A. An employee who performs covered service for the HRRC shall be deemed to have consented to testing as required in the Code of Federal Regulations, 49 CFR part 219 subpart C; and consent is implied by performance of such service. Under Federal Railroad Administration (FRA) safety regulations, an employee may be required to provide a blood and urine sample after certain accidents and/or incidents. A complete copy of the Federal regulation is available for review at the office of the Superintendent in Canaan.
- B. Employees are governed by HRRC Policy for Control of Alcohol and Drug Use for Employees. Employees must obtain, read and understand its requirements and if necessary refer any questions to the Superintendent.
- C. No employee who performs covered service may use a controlled substance at any time, whether on duty or not. Exception: Prescription and over the counter drugs prescribed by a professional medical practitioner that will not affect the safe performance of the employee's duties.

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### **R-1. Employee Physical Examinations**

- A. A Regular Periodical Physical is required every two years for CDL Drivers, and every 3 Years for Train and Engine Service Employees.
- B. Special Periodical Physicals are required as frequently as deemed necessary and as directed when returning from furlough, illness, accident or injury. Such examinations must be completed no later than the last day of employee's birthday month or as may be directed by a special periodical.  

EXCEPTION: The provision that Engineers complete their annual physical examination during their birthday month will not apply during the year that an Engineer's Locomotive Certificate expires. Engineers in their recertification year must schedule their physical examination within 180 days of their recertification.
- C. Appointments for physicals will be made by the company's Canaan office. Employee will be notified by letter of Date, Time and Location of physical.
- D. Employees must report any medical restrictions to the Superintendent.
- E. HRRC Employees and employees of foreign railroads who are required to carry a Timetable must record the date of the latest physical and any restriction because of medical condition on the Employee Medical Examination page EQ-1 of the current HRRC Timetable.



## GENERAL SPECIAL INSTRUCTIONS – OPERATING RULES

### U-1. Reporting Medical Condition

Employees must notify the railroad of therapeutic drug use or obtain prior approval for use of such drugs prescribed or authorized by a medical practitioner. Such use will not be prohibited if:

- A. The treating medical practitioner or a physician designated by the railroad has made a good faith judgment, with notice of the employee's assigned duties and on the basis of the available medical history, that use of the substance by the employee at the prescribed or authorized dosage level is consistent with the safe performance of the employee's duties;
- B. The substance is used at the dosage prescribed or authorized; and
- C. In the event the employee is being treated by more than one medical practitioner, at least one treating medical practitioner has been informed of all medications authorized or prescribed and has determined that use of the medications is consistent with the safe performance of the employee's duties (and the employee has observed any restrictions imposed with respect to use of the medications in combination).

### 1-1. Locations of Bulletin Boards, Employee Register and Standard Clock

Location	Bulletins Orders	Employee Register	Standard Clock	Railroads
Canaan Office	X		X	HRRC
Canaan Crew Trailer	X	X	X	HRRC
New Milford	X	X		HRRC

### 1-2. Bulletin Orders

- A. Employees will be notified of changes or modifications to the NORAC Rule Book, Timetable and other publications by General Orders or Bulletin Orders. General Orders and Bulletin Orders will be issued periodically and numbered consecutively upon reissue of Timetable. General Orders and Bulletin Orders numbers will be prefixed with the number of the first digit of the Timetable in effect such as 4-1, 4-2, 4-3 etc.
- B. Anyone including contractors requesting to foul or occupy a Controlled Track must advise the Dispatcher of the latest Bulletin Order in their possession.
- C. New information appearing in each Bulletin Order will be shown as underlined. Information no longer in effect will be shown with a strikethrough line. Any information with a strikethrough line will be eliminated from the next Bulletin Order. Physical Characteristics changes will appear on Bulletin Order's for three months. (Month one, Month two, ~~Month three~~).

### 30-1. Placing Cars at Industries

When placing cars at industries, there must be a minimum of two feet of space between the knuckle and the bumping post or the end of track.

## GENERAL SPECIAL INSTRUCTIONS – OPERATING RULES

### 70-1. Inspection before Departure

Before coupling to or moving cars on tracks where cars are being loaded or unloaded, crew members must be sure of the following:

- A. There are no persons in, on or about the cars.
- B. Dock plates, platforms, boards have been removed.
- C. Tank car or hopper car hose connections have been disconnected.
- D. Box car doors are properly closed and secured prior to movement.
- E. Tie downs on flat cars are properly secured, loaded or empty.
- F. Conveyors have been removed or are in the clear.
- G. Loading or unloading spouts and similar appliances or connections have been removed.

If cars located at a consignees siding are not ready for movement as required by NORAC Rule 70 or this Special Instruction, crew members must notify consignees' personnel for assistance. Crew members are not to remove any of the appliances described above. If car cannot be readily repaired, it will be left on siding and the Dispatcher must be notified.

In addition:

- A. Do not handle cars that are improperly loaded or unevenly loaded if load could shift or fall from the car, or if the car could derail or overturn.
- B. Do not pull cars from sidings until any major accumulation of debris is removed.
- C. Do not handle empty flat cars with loose material on deck of car.

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### 90-1. Delay of Trains Unable to Maintain Speed

A train containing 25% or more of cars loaded with coal, salt, stone, sand, or clay is classified as a Mineral Train. Mineral Trains unable to maintain a speed of 25 MPH must reduce the speed of their train to not exceed 10 MPH. Accelerating or decelerating between 25 MPH and 10 MPH must take place on tangent track, and must be accomplished as rapidly as possible to prevent rock offs.

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### 98-1. Movement on Other Than Main Track – Fouled Flangeways

When movement is required over a road crossing on other than main track where snow, ice, or mud conditions prevail, extra precaution must be taken to avoid derailment or accident. When necessary, the engine must be used to cut flange ways at road crossings (public or private) prior to switching or servicing the industry. If operating conditions are such that the engine cannot be used and the car(s) must be shoved over the crossing, under no circumstances is an employee to ride on the car over the crossing. Employee(s) on the ground must precede and observe movement and be alert and prepared for possible derailment.

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### 104-1. Securing Hand Operated Switches

HRRC switch stands are equipped with switch locks except some switches within yard limits which may be equipped with "S" hooks in place of switch locks. Employees must apply the switch lock or "S" hook to the keeper latch prior to train or equipment movement over the switch.

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### 119-1. Switching Hazmat Tank Cars

Tank cars containing hazardous materials must not be cut off in motion, nor may they be struck by any car moving under its own momentum.

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## GENERAL SPECIAL INSTRUCTIONS – OPERATING RULES

### 119-2. Hazmat Shipping Papers

Train crews are responsible for updating the Hazardous Position-in-train Document and notifying the Dispatcher every time the placement position changes. Hazardous placement information may be recorded on the accompanying waybills or shipping papers. Crews must notify the Dispatcher when a change has been made prior to entering CSX property at Pittsfield in order to provide the CSX Dispatcher with an accurate train consist.

When notified that a Hazmat rail car is empty and ready to be pulled, train crews must comply with the following prior to placing empty Hazmat railcar(s) in their train:

- A. They must note on the loaded waybill or other similar documents the following: "Residue: Last Contained" followed by the proper printed shipping name.
- B. They must verify that car placement information and hazardous waybills are left on the locomotive or in knuckle for the relieving train crew before departing train.

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### 124-1. Speed Restrictions

- A. Unless further restricted:
  - 1) All trains..... 40 MPH
  - 2) All shoving movements..... 20 MPH
  - 3) Loaded welded rail trains when moving through turnouts, crossovers, and through-truss bridges....10 MPH
- B. Where speeds are shown either by Timetable or Bulletin Order, that speed applies to all trains and track cars, unless otherwise restricted.

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### 124-2. Speed Test – Measured Mile

Tests for accuracy of the speedometer must be made as soon as possible after departure from initial terminal. Engineers must adjust their speed in accordance with any inaccuracy. Measured Miles for speed test are not identified by signs.

MPH	Time	MPH	Time	MPH	Time
5		17	3:32	29	2:04
6	10:00	18	3:20	30	2:00
7	8:34	19	3:09	31	1:56
8	7:30	20	3:00	32	1:52
9	6:40	21	2:51	33	1:49
10	6:00	22	2:44	34	1:46
11	5:26	23	2:37	35	1:43
12	5:00	24	2:30	36	1:40
13	4:37	25	2:24	37	1:37
14	4:17	26	2:18	38	1:35
15	4:00	27	2:13	39	1:32
16	3:45	28	2:09	40	1:30

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### 133-1 Form D Addresses

Form D Line 4 may be addressed to a Foreman (FRM), Trackman (TRKM), Conductor (CNDR), Supervisor (SPVR) or Dispatcher (DSPR).

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### 133-2 Establishing Out-of-Service Limits

When one or both ends of an out-of-service limit is defined by a switch that is a physical characteristic location other than a station, the out of service limit(s) include the switch.

## GENERAL SPECIAL INSTRUCTIONS – OPERATING RULES

### 138-1. State of Connecticut

Where public crossings are involved:

- A. Reverse movements are prohibited when a run-around is available at the point where reverse movement is to be made. When run-around is not possible, reverse movements must stop before entering all public crossings that are protected by signs only, and a member of the crew must flag the train over the crossing.
- B. When an intervening run-around facilities is available for use at any point during reverse movements, such run-around facility must be used to eliminate the need for further backing movements.

These provisions do not apply to switching movements.

### 138-2. Highway Crossing Malfunction

Employees encountering highway crossing malfunctions must call the HRRC recorded line [REDACTED] or [REDACTED] to report the malfunction and location, whether or not a dispatcher is on duty.

**When No HRRC Dispatcher on Duty:**

- A. The last dispatcher on duty each day must notify personnel designated by the Superintendent by email or text of any trains that will be operating over highway crossings equipped with automatic warning devices without a dispatcher on duty.
- B. Train crews must email the signal department stating the location where trains have been tied down.
- C. All trains must approach crossings equipped with an automatic warning device prepared to stop until:
  1. It is ascertained that the warning devices have been operating at least 20 seconds, or
  2. The gates (if equipped) are in the horizontal position, or
  3. A qualified employee advises that the warning device is operating properly.

### 138-3 Crossing Maintenance

The following actions must be taken prior to removing a crossing from service for maintenance:

- A. The Employee must contact the Dispatcher and inform the Dispatcher that the crossing is being removed from service for maintenance.
- B. The Dispatcher must issue a Form D, Line 12 to all trains that will operate over the crossing until the crossing is returned to service. All Form D Line 12 Protect Crossings will be Item 1 unless Instructed on Form D Line 13.

Once the crossing maintenance is complete, the crossing can be returned to service only by a Signal Maintainer who must inform the Dispatcher of restrictions, if any. The Dispatcher must then cancel the Form D providing the protection and notify any train in possession of the Form D.

### 138-4 Crossings Equipped with Automatic Warning Device within Form D, Line 4 Limits

- A. Crossings equipped with automatic warning device cannot be removed from service without prior approval of the Dispatcher.
- B. Employees requesting a Form D, Line 4 who intend to remove such crossing(s) from service within the Line 4 limits must state their intent to do so when requesting the Form D. The Dispatcher must acknowledge which crossing(s) will be removed from service. If the employee fails to inform the Dispatcher of the intent to remove such crossing(s) from service, the Dispatcher must ask the Employee if any crossing will be removed from service. The Dispatcher must then protect any crossing(s) that will be out of service as per Special Instruction "138-3 Crossing Maintenance".
- C. If a crossing(s) not discussed at the time of the issuance of the Form D is to be removed from service before the Form D is cancelled, the employee listed on Form D, Line 4 must first contact the Dispatcher and state the intent to remove the crossing(s). The Dispatcher must then protect the crossing(s) as per Special Instruction "138-3 Crossing Maintenance".
- D. When track is returned to service, the employee named on the Form D, line 4 must notify the Dispatcher of crossings that will remain out of service within the Line 4 limits. If the employee fails to notify the Dispatcher, the Dispatcher must ask if any crossings will remain out of service.

## GENERAL SPECIAL INSTRUCTIONS – OPERATING RULES

### 138-5 Crossing Malfunctions

Item numbers will no longer be indicated on Form D Line 13. All Form D Line 12 protect crossings will always be item 1 unless otherwise instructed on Form D Line 13.

### 160-1. Approved Abbreviations, Form D's

Form D's issued by the HRRC Dispatcher will be prefixed by the letter "H".

### 160-2. Communication of Form D/Foul Time

Radio communications must be used to obtain and release track authorities or foul time. Cell phones can be used as a last resort but must be done on the HRRC recorded line.

### 161-1. Dictating and Repeating Form D's in DCS Territory

The following procedures are supplemental to those already included in NORAC Operating Rule 165, "Form D Delivery".

The Dispatcher when dictating a Form D must take the following actions after dictating the contents of the Form D and before the receiving employee repeats the Form D:

- A. Re-examine the office copy of the Form D.
- B. State the total number of lines circled on the Form D, and identify the individual line numbers  
Example: "There are two lines circled, they are lines 2 and 3".

The employee receiving the Form D must take the following actions after repeating the Form D to the Dispatcher.

- A. Re-examine their field copy of the Form D.
- B. State the total number of lines circled on the Form D, and identify the individual line numbers  
Example: "There are two lines circled, they are lines 2 and 3".

Before the Dispatcher transmits the "Time Effective", the Dispatcher must once again confirm the total number of lines circled on the Form D and identify the individual line numbers (Example: "OK on the repeat. There are two lines circled, they are lines 2 and 3").

### 175-1. Speed Restrictions

The limits of a speed restriction are defined by use of:

- A. Whole Mileposts or mileages to the tenth of a mile.
- B. Stations.
- C. Bridges that are physical characteristic shown on timetable map pages.
- D. Switches that are physical characteristic shown on timetable map pages.
- E. Crossings that are physical characteristic shown on timetable map pages.

### 700-1. Radios, Foreign Roads

While on HRRC property, MNRR, and P&W engines and crews must be equipped with radios that can transmit, receive and monitor HRRC Road channel, AAR 19/19.

## GENERAL SPECIAL INSTRUCTIONS – OPERATING RULES

### 700-2. Radio Frequency Assignments

DESIGNATION	CHANNEL		FREQUENCY	DESIGNATION	CHANNEL		FREQUENCY
	AAR	Home			AAR	Home	
HRRC Road	19/19	1	160.395	P&W Road	36/36	6	160.650
HRRC MW	93/93	2	161.505	MNRR 1	56/56	7	160.950
CSXT Road	46/46	3	160.800	MNRR 2	78/78	8	161.280
CSXT Dispatcher	30/30	4	160.560	MNRR 3	29/29	9	160.545
CSXT Yard	64/64	5	161.070				

### 700-3. Location of Radio Base Stations and Tones

BASE/TOWER	TONE	CONTACT	BASE/TOWER	TONE	CONTACT
LENOX	1*2	DISPATCHER	BOARDMANS BRIDGE	1*15	DISPATCHER
	3*2	HRRC OFFICE		3*15	HRRC OFFICE
	4*2	ENGINE HOUSE		4*15	ENGINE HOUSE
	6*2	KENT BASE		5*15	LENOX BASE
	7*2	BOARDMANS BASE		8*15	HRRC OFFICE (800)
	8*2	HRRC OFFICE (800)		9*15	911 EMERGENCY
	9*2	911 EMERGENCY		11*15	SHELTON BASE
	10*2	HAWLEYVILLE BASE			
STOCKBRIDGE	11*2	SHELTON BASE	HAWLEYVILLE	1*2	DISPATCHER
	1*3	DISPATCHER		3*2	HRRC OFFICE
	3*3	HRRC OFFICE		4*2	ENGINE HOUSE
	4*3	ENGINE HOUSE		5*2	LENOX BASE
	6*3	KENT BASE		6*2	KENT BASE
	7*3	BOARDMANS BASE		8*2	P&W DISPATCHER
	8*3	HRRC OFFICE (800)		9*2	911 EMERGENCY
	9*3	911 EMERGENCY		11*2	SHELTON BASE
	10*3	HAWLEYVILLE BASE			
	11*3	SHELTON BASE			
CANAAN Note: 1	1*7	DISPATCHER	BOTSFORD	1*9	DISPATCHER
	2*7	GENERAL MANAGER		3*9	HRRC OFFICE
	3*7	SUPERINTENDENT		4*9	ENGINE HOUSE
	9*7	911 EMERGENCY		5*9	LENOX BASE
		6*9		KENT BASE	
KENT			8*9	P&W DISPATCHER	
	1*12	DISPATCHER	9*9	911 EMERGENCY	
	3*12	HRRC OFFICE	SHELTON	1*5	DISPATCHER
	4*12	ENGINE HOUSE		3*5	HRRC OFFICE
	5*12	LENOX BASE		4*5	ENGINE HOUSE
	8*12	HRRC OFFICE (800)		5*5	LENOX BASE
	9*12	911 EMERGENCY		6*5	KENT BASE
	10*12	HAWLEYVILLE BASE		7*5	BOARDMANS BASE
11*12	SHELTON BASE	8*5		P&W DISPATCHER	
		9*5		911 EMERGENCY	
		10*5	HAWLEYVILLE BASE		

Note 1 – Base is in service when there is no Dispatcher is on duty.

When through using the radio base dialed, the “#” key must be used to hang up that base.

## GENERAL SPECIAL INSTRUCTIONS – OPERATING RULES

### 716-1. Use of Electronic Devices

In addition to NORAC Rule 716, the following applies:

#### A. General Electronic Device use:

1. While on duty, employees are prohibited from using **personal cellular phones** and other electronic devices, all of which must be turned off.
2. Radios are the primary means of communications. Company cellular phones issued to train crew are to be used as secondary means of communication.
3. Cellular phone calls on Locomotives are to be made while the equipment is stationary if possible. It is permissible to make a Railroad business call on a moving train if a job briefing has been conducted and all crew members agree it is safe to do so.
4. The use of cellular phones and other electronic devices while seated at the controls of a moving Locomotive are prohibited. No cellular calls can be made when there is on-ground personnel performing duties involving moving equipment. This includes brake tests or any other task on ground personnel may have. Crew members may make cellular calls on the ground as long as they are clear of all tracks, stationary, and a job briefing has been conducted.
5. Company issued cellular phones must not be used for text messages, videos or pictures, unless it involves an accident or railroad safety hazard. Cellular phones are not to be used as a timepiece.
6. In an emergency, non-Railroad issued cellular phones may be used. Employees are prohibited from receiving personal calls including emergency calls on any cellular phone while on duty. Employees must instruct family members to call the Dispatcher or appropriate supervisor in emergency cases.
7. Do not use cellular phones when in areas where inattention could result in being struck by tools or equipment.
8. Employees must not use a cellular phone in the foul of a track or a roadway.
9. Remain stationary (preferably seated) if possible, when using a cellular phone, whether in an outside or inside environment.

#### B. The following applies regarding cellular phone usage while on cranes, track cars or other motorized Maintenance of Way equipment and only after a job briefing has been conducted.

1. Use of a cellular phone while operating a crane, track cars, or other motorized railroad equipment is prohibited unless:
  - a) reporting or responding to an emergency condition, or
  - b) the equipment is stationary, and a job briefing has been conducted.

#### C. The following applies regarding cellular phone usage while operating a Company vehicle on a highway:

1. When initiating or receiving cellular phone calls, the driver must utilize hands-free equipment, if available. When hands-free equipment is not available, when practicable, bring the vehicle safely to a stop until the call is completed.
2. Speed dialing should be used whenever possible.
3. Conversations should be as brief as possible.
4. Cellular phones must be turned off while refueling a vehicle.

Housatonic Railroad								
Notes	Method of Operation Rules in Effect	Yard Limits	BL Mileage	BERKSHIRE LINE		Track Chart	Form D Authority Station	Distance From CP-150
				Southward Read Down	Northward Read Up			
1	DCS	93	86.22	CP-150 (Yard Limits) (CSXT Berkshire Subdivision)		X	0	
				1.47				
			84.75	PITT (Yard Limits)		X	1.47	
				34.75				
			50.00	MP BL-50 (Yard Limits)		X	36.22	
				1.5				
			93	48.50		Canaan (CNE Track)		37.72
				1.5				
			47.00	MP BL-47		X	39.22	
				35.5				
			11.50	HAT (Yard Limits)		X	74.72	
			93			2.5		
			9.00	MP BL-9		X	77.22	
				8.9				
			0.14	SHIRE (Yard Limits)		X	86.12	
	0.1							
93	0.00	BERKSHIRE JUNCTION (Jct. Maybrook Line) (Jct. Tilcon Siding)	X	86.22				

**BERKSHIRE LINE SPECIAL INSTRUCTIONS**

Note 1: Housatonic crews must contact CSXT "NC" Dispatcher prior to entering CSXT property at CP-150.

Telephone XXXXXXXXXX



## BERKSHIRE LINE - SPEED INSTRUCTIONS, SAFETY, OPERATING RULES

### SP-1. Maximum Authorized Speeds and Permanent Speed Restrictions

Main Track Between/At:	MPH
CP-150 and MP-85.....	10
MP-85 and PITT.....	20
PITT and MP- 67.75, Glen North.....	25
MP-67.75, Glen North and MP-67.25, Glen South.....	10
MP-67.25, Glen South and MP-50.....	40
MP-50 and MP-49.....	20
MP-49 and MP-47.81, Sand Road.....	10
MP-47.81, Sand Road and MP-47.....	20
MP-47 and HAT.....	25
MP-38.32, Northward Trains, Head end only.....	15
HAT and MP-10.69, South Ave.....	10
MP-10.69 South Ave. and MP-9.....	20
MP-9 and SHIRE.....	25
SHIRE and BERKSHIRE JUNCTION.....	10

Note: Glen North and Glen South are not stations, only locations used to define the beginning and end of speed restrictions.

#### Other than Main Track – Restricted Speed Not Exceeding:

All Industrial Tracks.....	5
Canaan – Shop Tracks .....	5
All sidings.....	5
Except 10 MPH on the following:	
Lenox Siding	
Lee Yard Tracks 5 & 7	
Stockbridge Siding	
Van Duesenville Siding	
Great Barrington Siding	
Millers Siding between South Switch and Orchard Street	
Town Siding	
Stearns Siding	

### SP-2. Speed Test - Measured Miles

Engineers must check the speed indicated on the speedometer against the lapse time (see page 9) while operating at a constant speed, and report inaccuracies on locomotive report. Measured Miles for speed test are located as follows:

Between BL Mileposts
58 and 57
46 and 45
19 and 18
7 and 6

## BERKSHIRE LINE – EQUIPMENT RESTRICTIONS

### EQ-1 Equipment Restrictions

Between	Restricted
CP-150 and BERKSHIRE JUNCTION	Plate "F" cars in excess of 17' 8"
	Plate "F" box cars containing building products including lumber, plywood and sheet rock.
	Cars exceeding 286,000 lbs.
	Locomotives with six axles.

Equipment exceeding the limits indicated in the above chart may be moved on approval of the Engineering Department.

## BERKSHIRE LINE SPECIAL INSTRUCTIONS - OPERATING RULES

### 16-1. Blue Signal Protection - Shop Tracks

The Canaan shop facility is under the exclusive control of the Mechanical Department and is permanently equipped with Blue Signal Protection.

### 102-1. Switching Kimberly Clark New Milford

- A. Track KC-A - Switching movements must not shove across Pickett District Road to until the door is open.
- B. Track KC-B Switching movements must stop 2 car lengths from the door and proceed only after the door is open.

### 109-1. Minimum Number of Handbrakes to be Applied – AB&TH Rule 6.23

The chart shown in AB&TH Rule 6.23 Effective February 14, 2016 is superseded as follows:

The number of handbrakes (not including locomotives) must be determined by a securement test for unattended equipment at the following locations:

Location	Between	And
Canaan Yard Limits	MP BL-47	MP BL-50
New Milford Yard Limits	MP BL-9	MP BL-11.5, HAT

### 138-1. Crossings that Require Special Procedure

- A. A crewmember or railroad flagger must protect the crossing in advance of each movement using proper flagging equipment at the following locations:

Milepost	Location	Crossing Name
BL-76.67	Lee	Greylock Street (Siding)
BL- 9.70	New Milford	Picket District Rd. (KC Lead)

- B. Trains must pass beyond "End of Circuit" signs but remain clear of highway to activate the crossing's automatic warning devices. Trains must not enter the crossing until the warning devices have been operating for a minimum of 20 seconds or the gates are seen to be in the horizontal position.

Milepost	Location	Crossing Name
BL-48.91	North Canaan, Millers Siding	Railroad Street, Route 7

- C. Northward trains must not exceed 15 MPH until the head end occupies the crossing.

Milepost	Location	Crossing Name
BL-38.32	Cornwall	River Road Number 3

- D. Crossing warning device is interconnected with highway traffic signals.

Milepost	Location	Crossing Name
BL-11.01	New Milford	Bridge Street

### 700-4. Use of Radio Channels on the CNE Track and Canaan Yard

- A. Crews switching on the CNE Track must use channel 2. Crews communicating with the Dispatcher, other trains or M of W employees must use channel 1. The Dispatcher may authorize crews to remain on Channel 1 if no other operations are affected.
- B. The Dispatcher may request other operations in Canaan yard to use channel 2 if needed.
- C. Emergency Communications - Crews operating on Channel 2 must also broadcast their emergency on Channel 1

Housatonic Railroad										
Notes	Method of Operation Rules in Effect	Yard Limits	Mileage	CNE TRACK Including North Leg of Wye		Track Chart	Form D Authority Station	Distance From End of Track		
	DCS	93	CR-0.77	End of Track				0.0		
				0.77						
			CR-0.0	Canaan, South Leg of Wye (Jct. Berkshire Line)					0.77	
				North Leg of the Wye						
		98	NL-0.16	Top of Wye						
				0.16						
			NL-0.00	North Leg of Wye						
SPEED INSTRUCTIONS					CNE TRACK SPECIAL INSTRUCTIONS					
<p><b>SP-1. Maximum Authorized Speeds and Permanent Speed Restrictions</b></p> <p>Restricted Speed not exceeding: <span style="float: right;">MPH</span></p> <p>All tracks..... 5</p> <p>Except:</p> <p>Main Track between: South Leg of Wye CR 0.0 and North Elm Street.....10</p>					<p>The CNE Track is a main track within Yard Limits and extends from the South Leg of the Wye, MP CR-0.0 (MP BL-48.35) to End of Track, MP CR-0.77.</p> <p>The North Leg of the Wye is other than main track.</p> <p>Permission from the Dispatcher must be obtained prior to working on or operating on the CNE Track or the North Leg of the Wye.</p>					
OPERATING RULES										
<p><b>20-1. Engine bell</b></p> <p>The engine bell must be rung continuously when operating on the CNE North Wye Track.</p>										
<p><b>104-1. Normal Position of Switches</b></p> <p>The normal position for the switch at the top of the CNE Wye is when lined for movement on the South leg of the Wye.</p>										
<p><b>109-1. Hand Brakes– Specialty Minerals, Canaan, CT</b></p> <p>Cars at the following locations must have the required number of hand brakes applied and have track skates in place to prevent movement. See Air Brake &amp; Train Handling Rule 6.23, Minimum Number of Handbrakes to be Applied.</p> <p>A. CNE Track</p> <p>B. Specialty Minerals and SAPA Tracks. After handbrake(s) and track skate are applied, air brakes must be released and either the car(s) are observed to be stopped or the skated wheel is seen to no longer be turning.</p>										

## CNE TRACK - OPERATING RULES

### 138-1. Crossings that Require Special Procedure

- A. The engine bell must be rung continuously, and the engine whistle signal 19(b) must not be sounded except in cases of emergency.

Milepost	Location	Crossing Name
All crossings	North Leg of Wye	All crossings

- B. A crewmember or railroad flagger must protect the crossing in advance of each movement at the following locations:

Milepost	Location	Crossing Name
CR-0.62	North Canaan	Lime Kiln Road
CR-0.37	North Canaan	North Elm Street

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### 700-4. Use of Radio Channels on the CNE Track and Canaan Yard

- A. Crews switching on the CNE Track must use channel 2. Crews communicating with the Dispatcher, other trains or M of W employees must use channel 1. The Dispatcher may authorize crews to remain on Channel 1 if no other operations are affected.
- B. The Dispatcher may request other operations in Canaan yard to use channel 2 if needed.

Emergency Communications - Crews operating on Channel 2 must also broadcast their emergency on Channel 1.

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Housatonic Railroad							
Notes	Method of Operation Rules in Effect	Yard Limits	ML Mileage	<b>MAYBROOK LINE</b> Including the <b>TILCON MAIN</b> Westward Read Down ↓ STATIONS ↑ Eastward Read Up	Track Chart	Form D Authority Station	Distance From STATE LINE
1     2 5  3  5  4	DCS	93	104.70	DERBY JUNCTION (Yard Limits) (Jct. MNRR Waterbury Branch)		X	33.50
			1.7				
		103.00	DERBY (Yard Limits)	X		31.80	
		22.9					
		80.10	BERK (Yard Limits)	X		8.90	
		0.1					
		80.00	BERKSHIRE JUNCTION (Jct. Berkshire Line) (Jct. Tilcon Main)	X		8.80	
		3.0					
		77.00	DANBURY (MNRR Danbury Branch)	X		5.80	
		2.12					
		74.88	TILCON WEST (Jct. Tilcon Main)	X		3.68	
		3.68					
71.20	STATE LINE (Yard Limits) (MNRR Beacon Branch)	X	0				

### MAYBROOK LINE - SPECIAL INSTRUCTIONS

NOTE 1: HRRC crews must contact the District "F" RTC to operate on the MNRR Waterbury Branch.  
Telephone: (212) [REDACTED]

NOTE 2: Normal Position of the switches at BERKSHIRE JUNCTION is when lined for movement from the Berkshire Line to the Tilcon Main.

NOTE 3: HRRC crews must contact the District "Q" RTC to operate on MNRR Danbury Branch.  
Telephone: (212) [REDACTED]

NOTE 4: HRRC crews must contact the District "B" RTC to operate west of STATE LINE on the MNRR Beacon Branch.  
Telephone: (212) [REDACTED]

NOTE 5: The Tilcon Main is a Main Track in DCS Territory, entirely within Yard Limits. It is located South of the Maybrook Main Line between BERKSHIRE JUNCTION and TILCON WEST. Permission from the Dispatcher must be obtained prior to working on or operating on the Tilcon Main.

## MAYBROOK LINE – TILCON MAIN - SPEED INSTRUCTIONS

### SP-1. Maximum Authorized Speeds and Permanent Speed Restrictions

<b>Main Tracks Between:</b>	<b>MPH</b>
DERBY JUNCTION and DERBY .....	10
DERBY and BERK .....	25
BERK and STATE LINE.....	10

#### Other than Main Track – Restricted Speed Not Exceeding:

All Sidings, Industrial Tracks, and North Leg of Wye at Derby Junction..... 5

**Except:** Botsford Siding, Newtown Team Track, Hawleyville Bulk Track, Danbury Crossovers..... 10

### SP-2. Speed Test - Measured Miles

Engineers must check the speed indicated on the speedometer against the lapse time (see page 9) while operating at a constant speed, and report inaccuracies on locomotive report. Measured Miles for speed test are located as follows:

Between Mileposts
100 and 99
86 and 85
82 and 81

## MAYBROOK LINE – TILCON MAIN – EQUIPMENT RESTRICTIONS

### 119-3. Equipment Restrictions

Between	Restricted
DERBY JCT and STATE LINE.	Cars exceeding 286,000 lbs.
	Plate "F" cars in excess of 17' 10"

Cars or other equipment exceeding the limits indicated in the chart may be moved on approval of the Engineering Department.

## MAYBROOK LINE – TILCON MAIN - OPERATING RULES

### 99-1. FRA Excepted Tracks

A. The following tracks are designated as FRA Excepted Track:

Between
MP ML-80 and MP ML-83
MP ML-84 and MP ML-85
MP ML-88 and MP ML-89
MP ML-93 and MP ML-96

### 104-1. Normal Position of Switches

- A. **MP ML-80, BERKSHIRE JCT. East switch-** The normal position for the switch is when lined for diverging movement on the Berkshire Main Track. The switch target is **green** in the diverging position.
- B. **MP ML-80, BERKSHIRE JCT. West switch-** The normal position for the switch is when lined for movement to the Tilcon Main.
- C. **MP ML-74.88, TILCON WEST -** The normal position for the switch is when lined for diverging movement on the Maybrook Line. The switch target is **green** in the diverging position.

## MAYBROOK LINE – TILCON MAIN - OPERATING RULES

### 138-1. Crossings that Require Special Procedure

- A. Apparatus provided to manually activate highway crossing protection and traffic signal. Trains must **STOP** prior to entering crossing and not proceed until the protection has been operating continuously for a minimum of 20 seconds or the gates are seen to be in the horizontal position.

Milepost	Location	Crossing Name
ML-77.50	Danbury	Wildman Street
ML-76.95	Danbury	White Street
ML-76.90	Danbury	Balmforth Street
ML-76.84	Danbury	Maple Avenue
ML-76.59	Danbury	Main Street
ML-74.87	Danbury	Seegar Avenue

- B. Engine whistle signal 19(b) must not be sounded at this location except in cases of emergency.

Milepost	Location	Crossing Name
ML-83.64	Newtown	Private

- C. When rusty rail conditions exist, trains must comply with Rule 138 (c), Item 1, unless railroad flagger is providing protection at the crossing.

Milepost	Location	Crossing Name
ML-104.35	Derby	Access Road
ML-104.20	Shelton	Canal Street
ML-101.60	Shelton	State Park
ML-100.41	Shelton	Indian Well
ML-79.41	Danbury	Eagle Pencil Road

**HOUSATONIC RAILROAD COMPANY  
RADIO WAYBILL HAZARDOUS MATERIAL**

Train ID: \_\_\_\_\_

Car Initial & number: \_\_\_\_\_

Proper name of commodity: \_\_\_\_\_

Shipper info: \_\_\_\_\_

Tank loaded ( L ) or Residue last contained ( E ) Circle one.

Un Number: \_\_\_\_\_

Hazard Class: \_\_\_\_\_

Packing Group: \_\_\_\_\_

Position in train: \_\_\_\_\_

Emergency contact: ( \_\_\_\_ ) \_\_\_\_\_

Completed Date / Time: \_\_\_\_\_ / \_\_\_\_\_



## HOUSATONIC RAILROAD COMPANY LOCOMOTIVE DAILY INSPECTION REPORT

Form MP 2005 FRA Rule 229.21

(Rev. 11-16)

Locomotive number: \_\_\_\_\_ Signature of Inspector: \_\_\_\_\_

Inspection Location: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Last Test Date: 92 Day: \_\_\_\_\_ 368 Day: \_\_\_\_\_

Check the Following:

Fuel \_\_\_ Water \_\_\_ Lube Oil \_\_\_ Compressor Oil \_\_\_ Horn \_\_\_ Bell \_\_\_ Headlights \_\_\_ Sand \_\_\_ Aux Lights \_\_\_

Fusees \_\_\_ Wipers \_\_\_ Flags \_\_\_ Brake Rigging \_\_\_ Brake Shoes \_\_\_ Governor Oil \_\_\_

**Defects/Remarks:**

**Repaired By:**

**Date:**

Defects/Remarks:	Repaired By:	Date:

White Copy: Cab Copy.

Yellow Copy: Mechanical Dept.

