



# Town of Milford

## POLICE DEPARTMENT

19 Garden Street  
Milford, NH 03055  
603-249-0630

**Michael J. Viola**  
Chief of Police



### Milford Police Department Traffic Direction and Control Guidelines

#### I. **GENERAL GUIDANCE:**

The following guidelines for the use of uniformed officers were developed by the Milford Police Chief and management team. The goal of these guidelines is to reduce the likelihood of injuries and fatalities to workers and road users in the Town of Milford while maintaining a fiscally responsible approach in their use. These guides provide parameters to identify the appropriate need and consistent use of uniformed officers addressed by the following categories:

- A. **Traffic control** (guiding and directing normal traffic and emergency vehicles, through and around a work zone)
- B. **Presence** (deter speeding and aggressive driving, encourage drivers to cautiously proceed through the work zone)
- C. **Enforcement** (actively enforce traffic laws within the work zone on an as needed basis to gain driver awareness rather than as a full-time operation).
- D. **Emergency assistance** (assist and coordinate activities at accident sites within the work zone, report accidents).

- A. **TRAFFIC CONTROL OPERATIONS:** The use of **uniformed officers** for **traffic control operations** will be required to the greatest extent possible for “dynamic” traffic control operations as **determined by the Chief of Police or his/her designee**. However, the use of flaggers may be necessary in some instances.

Examples of dynamic traffic control operations where **uniformed officers** should be used include:

1. Alternating one (1) way traffic
2. Directing traffic through medium-high volume intersections
3. Assisting trucks and equipment in and out of work areas
4. Providing coverage at side of roads (town right-of ways) and driveways during mobile operations (i.e. paving, striping, electrical and sewer construction)
5. Directing pedestrians and bicyclists through the work zone

6. Providing detour guidance beyond work zone limits
7. Directing traffic through complex intersections, especially where signals are being overridden, high traffic volume roadways, and main commuter roadways.
8. Assisting construction vehicles and equipment in and out of work areas on moderate to high volume roadways

**B. PRESENCE:** The use of **uniformed officers** for **presence** will be required when there is an added safety risk to the workers and road users due to speeding, other aggressive driving behaviors, and/or high traffic crash/incident rates attributed to other features such as poor highway geometrics as **determined by the Chief of Police or his/her designee.**

**Uniformed officers** will be required for **presence** on roadways when workers are unprotected and in close proximity to high volume traffic for extended periods of time or where unique work zone conditions require a higher level of driver awareness to ensure public safety.

Locations where this application may be appropriate include, but are not necessarily limited to:

- |                                      |                     |
|--------------------------------------|---------------------|
| 1. Elm Street (101-A)                | 10. West Street     |
| 2. Nashua Street (101-A)             | 11. Osgood Road     |
| 3. North River Road                  | 12. Whitten Road    |
| 4. South Street/Route 13 South       | 13. Savage Road     |
| 5. Mont Vernon Street/Route 13 North | 14. Emerson Road    |
| 6. Union Street                      | 15. Wilton Road     |
| 7. Ponemah Hill Road                 | 16. Amherst Street  |
| 8. Armory Road                       | 17. Union Square    |
| 9. Mason Road                        | 18. Old Wilton Road |

If all work is behind a barrier, neither officers nor flaggers are typically necessary.

The use of police vehicles should be considered for lane closures and nighttime operations in most instances as the use of flashing blue lights, visible from 360 degrees, has been proven to warn and deter aggressive driving behavior. When used for nighttime work, flashing blue lights shall be dimmed if capable.

**Uniformed officers** may also be required for **presence** on roads with posted speeds of less than 45 mph **or** ADT volumes less than 15,000 vpd if the Chief of Police determines that a **police presence** is needed to address a specific safety issue. Examples of traffic control safety issues where a uniformed officer may be needed include:

1. A work zone with a high rate of crashes
2. A work zone with vehicles traveling at excessive speeds
3. A work zone with poor highway geometrics
4. A work zone with excessive east-west sun glare
5. A work zone with moderate or high volume traffic
6. A work zone with alternating one (1) way traffic

**C. ENFORCEMENT:** The following guidelines are recommended to reduce the likelihood of injuries and fatalities to workers, road users and the general public by enforcing traffic laws within work zones. **Enforcement** can only be performed by sworn uniformed officers.

Enforcement may be used during work zone operations where excessive speed and/or other aggressive driving behaviors are likely to jeopardize the safety of the workers, other road users and the general public.

Enforcement may be used on an as needed basis within a work zone where another officer is being used for **presence** to improve that officer's effectiveness.

Uniformed officers being used for **presence** should typically not be used for **enforcement** except for flagrant violations of traffic law.

If an arrest is necessary, the work-zone detail uniformed officer shall call in, and turn the arrest over to an on-duty officer.

**D. EMERGENCY ASSISTANCE:** While on site, work-zone detail uniformed officers may offer immediate assistance in emergency situations, such as a motor vehicle accident within the limits of the work-zone. The detail officer may investigate minor property damage crashes that occur within the work-zone if the time required to complete the investigation is minimal and the detail officer is not actively engaged in directing traffic. The detail officer should limit investigation of minor property damage crashes to assurance that no injuries are involved. Crashes involving injury should be investigated by the appropriate personnel once other emergency personnel arrive at the scene, not the detail officer.

## **II. FIELD USE GUIDANCE:**

If the **Chief of Police or his designee** determines that a uniformed officer is needed within a work-zone, the following guidelines should also be followed:

1. Use local police on all designated town roadways. Outside local departments, County sheriffs and state police troopers may be used if local police are unavailable.
2. If a marked police vehicle is required and the Milford Police department is unable to provide said vehicle then outside local departments and their respective vehicle may be used. Private vehicles **shall not** be used in place of marked police vehicle. Special duty vehicles, such as D.A.R.E. and animal control are also **not acceptable**.

3. The contractor shall be aware there is a four (4) hour minimum for all requested detail work and in the event the detail is canceled the contractor shall notify the police department one (1) hour prior to the start time of the detail work.
4. Uniformed officers **are not to use cell phones** except for official business associated with the traffic control detail.
5. All traffic control personnel shall wear high-visibility safety apparel meeting the requirements of the most current MUTCD edition or Federal regulation 23 CFR 634, as appropriate.

### **III. Pricing/ Billing (price into effect July 31, 2023)**

#### **A four (4) hour minimum per Officer to include:**

- **\$19.00 per hour for one (1) police vehicle**
- **\$16.50 per hour for Administration fee**
- **\$55.00 per hour for Officer**

#### **No Cruiser**

- **\$71.50 an hour for one (1) Officer, no cruiser @ 4 hour minimum = \$286.00**

#### **With Cruiser**

- **\$90.50 an hour for one (1) Officer with cruiser @ 4 hour minimum= \$362.00**

#### **Town Details**

- **(1) Officer, minimum of 3 hours =\$ 214.50**
- **Charged by the hour after the 3-hour minimum**

If the detail work is scheduled for less than 8 hours but more than 4 hours the Officers will not split said detail unless they do so without a 4-hour minimum.

If a detail extends past the scheduled end time, then a full hour will be added to the bill. For example, if the detail work is scheduled from 8:00am to 2:30pm and work is finished at 2:45pm than the finish time will be billed to 3:30pm.

On a scheduled 8 hour or longer detail Officers can split said detail. Each Officer will receive a minimum of the 4 hours on each side of the scheduled detail.

Craig Frye  
Operations Captain  
Milford Police Department

Updated  
7- 31- 2023