

Hamden Police Department

General Orders

Policy Number: 023-001

Effective Date: June 13, 2018

Section: Traffic Direction and
Control

Rescinds: August 01, 2005

Title: Traffic Direction

Approved By: Police Commission

Approval Date: June 13, 2018

PURPOSE

To establish procedures for traffic direction within the Town of Hamden by members of the Hamden Police Department.

POLICY

The Hamden Police Department is committed to the safe and efficient movement of traffic within the town. To accomplish this goal, officers will need to control and direct traffic, which includes both vehicles and pedestrians.

Procedures

A. Patrol Division Responsibilities.

1. Provide traffic control and direction during emergency conditions.
2. Enforce emergency rules to expedite the flow of traffic during conditions when normal traffic rules are inadequate.
3. Provide travel directions to motorists unfamiliar with the community.

B. Equipment .

1. In order to enhance officer safety and driver recognition and response, each officer and crossing guard will be issued the following equipment:
 - a. A reflective traffic vest/jacket
 - b. A reversible raincoat with one side being of a high visibility color.
 - c. High visibility safety gloves.

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C. Manual Traffic Direction Procedures.

1. All officers will be instructed during their recruit training at the POSTC Academy, in the use of uniform hand signals and gestures to enhance driver and pedestrian recognition and response to their direction.

D. Manual Operation of Traffic Control Signals.

1. In the event of a malfunctioning Traffic Control Signal, the following procedures will be followed:
 - a. The master traffic control box key will be obtained from a street supervisor or a traffic division unit.
 - b. The control signal will be switched to a flashing mode.
 - c. Communications will be advised and make note of the location of the malfunction and the time it was reported.
 - d. In the event that the signal is inoperable, the officer will proceed to the intersection until the arrival of a supervisor.
 - e. If the light is the property of the Town of Hamden, Central Communications will notify the Traffic Maintenance Division and note the time they were notified.
 - f. The head of the Traffic Maintenance Division or his designee, will then notify Central Communications if personnel are responding. The time of the notification and arrival time will be noted in the CAD.
 - g. If the control signal is owned by the State of Connecticut, Central Communications will notify the appropriate agency and note the time they were notified.
 - h. If deemed necessary by a supervisor, temporary stop signs will be erected at the intersection to assist safe traffic control. The traffic Maintenance Department will be notified only if their assistance is necessary.
 - i. If the malfunction occurs during a time period other than 0800 to 1600 hours, Monday through Friday, the supervisor will assure that the Traffic Maintenance Division is notified. The decision to respond will be the responsibility of the Traffic Maintenance Division supervisor or his/her designee.

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2. Officers will be familiarized with the operating procedures of the traffic control boxes during the Field Training Officer phase of training.
3. The ultimate decision to assign personnel to an intersection will be the shift commander or street supervisor.

E. Temporary Traffic Control Devices.

1. The proper utilization of temporary control devices, (i.e. portable stop signs, movable barriers), will be determined by the street supervisor.
2. If the decision is made to utilize these devices, the Traffic Maintenance Division will be notified and assist if necessary.

F. Traffic Direction and Control for Special Events.

1. Contingency plans for traffic direction and control during special events will be issued through the Office of the Chief of Police or his designee.

H. Traffic Direction and Control at Fire Scenes.

1. Traffic direction and control at fire scenes will be the responsibility of the Police Department.
2. Officers at the scene of fires will ensure that all private vehicles belonging to firefighters do not obstruct emergency operations.

I. Traffic Direction and Control During Adverse Conditions.

1. Duties of the Patrol Division Officer:
 - a. Make an on- sight determination as to the necessary notifications, equipment and barriers.
 - b. Advise the street supervisor of the circumstances and his/her assessment.
 - i. The supervisor will advise Central Communications to contact the appropriate agencies to alleviate the hazard.

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- ii. The supervisor will advise Central Communications if conditions warrant the closing or limiting the access of a roadway.
- 2. Duties of the Central Communications Division.
 - a. Contact and advise the appropriate agencies, (i.e. Public Works Department, State Highway Department).
 - b. Advise the Patrol Division Commander.
 - c. The Patrol Division Commander or his/her designee will notify the local media area of road closings.
 - d. Advise the Fire Department and Ambulance Service of any closed or obstructed roadways.