



TOWN OF RAYMOND

Town Offices
Epping Street
RAYMOND, NEW HAMPSHIRE 03077

STANDARD OPERATING GUIDELINE

SUBJECT: Snow Emergency Towing		ISSUE DATE: Jan. 5. 1993	NO: 012
ISSUED BY: D. McCarthy	APPROVED BY: <i>MA</i> 1-1-93	SUPERSEDES: DATE:	PAGE OF 1 of 1

Upon establishment of the winter parking ban (Nov 15 to April 15). it shall be the responsibility of the plow route drivers to notify Raymond Dispatch of motor vehicles parked on Town roadways.

°Only those vehicles which are impeding snow removal activities shall be requested to be towed.

°No towing shall be required or requested during sanding and salting operations unless plowing operations are to immediately follow.

°Consultation with the Highway Supervisor is encouraged for any questionable situation.

°Drivers shall not leave trucks to determine ownership of parked vehicles.

For vehicles noted to be parked on Town roadways but not affecting snow removal activities. Raymond dispatch shall be notified with a request to have the subject vehicle ticketed by the Raymond Police Department.

All vehicle removal or ticketing requests to the Dispatch center shall be forwarded with a complete vehicle description consisting of vehicle registration number. vehicle model. color and location. Employees are encouraged to use discretion when requesting vehicle removal. The simple fact that a vehicle is parked on a Town right of way does not always necessitate towing of the vehicle. Keep in mind each person whose vehicle is towed for what they feel was a needless reason will remember that one negative experience, and none of the many other helpful tasks which the Highway Department is constantly performing.