

**CHAPTER II - TRAFFIC SAFETY COMMITTEE**

**SECTION I MEMBERSHIP**

- A. There shall be a Traffic Safety Committee consisting of the following seven (7) members:
1. Chief of Police
  2. Town Manager
  3. Public Works Director
  4. Superintendent of Schools (or designee)
  5. Member of the Town Council
  6. Fire Chief
  7. One Member of the Public

**SECTION II PURPOSE**

- A. The Traffic Safety Committee shall study traffic safety issues, plan and present traffic ordinances for the Town Council's consideration, and issue an annual report to the Town Council.

**SECTION III RULES AND REGULATIONS**

- A. The Traffic Safety Committee shall adopt such rules and regulations for the exercise of their functions granted herein and shall submit these rules and regulations to the Town Council for approval prior to adoption.
- B. The Traffic Safety Committee shall adhere to the U.S. Department of Transportation Federal Highway Administration Manual on Uniform Traffic Control Devices (MUTCD) and the New Hampshire Department of Transportation publication "*Traffic Control Standards, Statutes, & Policies*" as amended from time to time and as adopted by Town Meeting, 1994.
- C. Requests and Notifications
1. Members of the Committee may bring any issues of safety that they may deem necessary by requesting that the Chairman place the item on the agenda of any Traffic Safety Committee meeting.

**CHAPTER II - TRAFFIC SAFETY COMMITTEE (Cont'd)**

**SECTION III RULES AND REGULATIONS (Cont'd)**

- C. Requests and Notifications (Cont'd)
2. Employees of the Town of Londonderry have a responsibility to report hazardous traffic conditions they may observe. Emergency conditions should be reported immediately to the Police Department Communications Center.
  3. Members of the public who wish to bring a traffic safety issue before the Committee or who desire to appear before the traffic Safety Committee should be advised to contact by letter or to call the Chief of Police, or the Chairman of the Committee. Letters should include a description of the traffic safety hazard or condition to be addressed, any recommendations or solutions to the issue, and any other pertinent information the person feels important to include.

**SECTION IV PROCEDURES**

- A. Upon receipt of a written request, the Committee shall determine whether a Traffic Survey is required. Should the Committee decide a Traffic Survey is needed, it will then be decided by the Committee which of the following surveys will be completed and shall request that the Chief of Police or his/her designee complete the same:
1. Speed and traffic counts with equipment provided by the State of New Hampshire and/or the Southern New Hampshire Planning Commission.
  2. Speed and traffic counts by Police Department personnel using available speed detecting equipment
  3. Review of traffic accident data where and when available
  4. Area, road and site inspection by a member of the Police Department, member of the Public Works Departments, and/or a member of the Fire Department where fire lanes are being considered.

**CHAPTER II - TRAFFIC SAFETY COMMITTEE (Cont'd)**

**SECTION IV PROCEDURES (Cont'd)**

B. Committee Agenda Scheduling

1. After receipt of a request and other pertinent information, surveys, or research regarding an issue, the Chairman shall contact the originator and schedule the issue for the next scheduled Committee meeting.
2. Any issue brought before the Committee shall be considered during a regular or special Committee meeting and involve a review of any pertinent statutes or ordinances; appropriate Federal and State Traffic and/or Safety standards, and a review of traffic surveys, departmental input or other data presented.
3. The Committee shall at all times operate in compliance with RSA 91-A, the Right-to-Know Law.

C. Follow Up

1. The Chairman will inform the requestor or originator of the review of an issue of any decisions reached by the Committee or action or information resulting from the request. Such notification shall be in writing and in a timely manner.

*~~~~End of Chapter~~~~*