

# WOLFEBORO POLICE DEPARTMENT

## SOP 3.17

**Date Issued: 12/27/2019**

**Review: 02/25/2021**

[Note: This written directive is for the internal governance of the Wolfeboro Police Department and, as provided by RSA 516:36, is not intended and should not be interpreted to establish a higher standard of care in any civil or criminal action than would otherwise be applicable under existing law.]

**By Order of:**  
**Dean J. Rondeau, Chief of Police**

### TOWING VEHICLES & HAZARDS

**Policy** To strictly adhere to RSA 262:32 when handling abandoned vehicles.  
To have a uniformed method of handling vehicles that needs to be towed.

**Purpose** The purpose of this order is to cover:

- Vehicles that create a hazard Abandoned Vehicles
- Towing Vehicles Highway Hazards

**Disabled Vehicles** Ref: Assistance to Motorist General Order regarding assistance to the drivers.

<b>Disabled Vehicles or Parked Vehicles</b>	<b>Officer shall</b>
Blocking the Roadway Creating a Safety Problem	Call for a tow truck Position the cruiser for maximum visibility and safety Remain on scene until hazard cleared
Not Creating a Safety Hazard – on side of Roadway with Owners Present	Contact the owner’s choice of tow services however, if the vehicles position could create a hazard and the service contacted would take a long time in arriving., the department tow list shall be utilized

**SOP 3.17**

**Towing Vehicles & Hazards**

Unoccupied or Abandoned Vehicles Not Creating a Hazard	Check NCIC and DMV records Obtain a case number – location, time and date. An effort shall be made to contact the owner regarding removal After twenty-four (24) hours, the vehicle can be removed under RSA 262:32 - Authority to Tow
On Private Property – Unlawfully Parked or Abandoned	Shall tow to assist and at the request of the property owner, but the owner shall be advised that any and all civil issues shall be their responsibility
Requested by Fire Dept or other emergency agencies	Shall tow, but the requesting agency and supervisor authorizing it shall be included in the report

- Records on towed vehicles shall be maintained and must include officer's name, time, date, reason and location of towed vehicle.
- The owner of the vehicle pays all expenses of the tow and storage.
- If the owner wishes to challenge that there were not sufficient grounds for towing and storage, he must contact the Chief of Police in writing.

The Chief will determine if sufficient grounds did exist. If they do not, the police department will pay the expense.

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**Highway Hazards**

- Roadway defects, signs missing or damaged, debris in the road, missing or damaged traffic control devices or damaged guardrails etc. shall be reported to the proper department or agency for repair/replacement.
- If the hazard poses an immediate danger or if traffic control is necessary, the officer will provide security or traffic control until the hazard is removed.

**Tow Companies**

The Wolfeboro Police Department choose to identify Crowell's Towing as the Towns primary and only company for towing. A contract has been drafted and approved by the Wolfeboro Police Commissioners. A current copy of their insurance coverage on file with the Executive Administrative Assistant and has a secure lot.

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**Towing Vehicles & Hazards**

Vehicles left on the Wolfeboro Police Department's grounds due to being towed for violations of an RSA, Search warrant, or any other reason that is lawful. The vehicle will be towed off the property after seven (7) days, despite the officers'/dispatcher best efforts to contact the owner to remove the vehicle.

**Responsibilities**

Executive Administrative Assistant	Notify companies if a current insurance binder needs to be provided.
Dispatcher Supervisor	Maintain current tow list in dispatch Advise the Executive Officer/Captain of any complaints, lack of service or problems with authorized tow companies.
Executive Officer/Captain	Select tow companies that comply with the criteria set. Investigate any complaints, lack of service received regarding authorized tow companies Respond to any complaints regarding towing of cars without sufficient reason