



**State of New York
Department of Transportation
Essex County Residency
7735 NYS Rt. 9N
Elizabethtown, N.Y. 12932**

October 28, 2024

Cathleen A. Reusser, Supervisor
Town of Elizabethtown
7563 Court Street, P.O. Box 265
Elizabethtown, NY 12932

Dear Cathleen:

I am sending this letter to you as a reminder that prior to beginning snow removal operations in parking lanes on the State Highway in your town, you or your designated representative must call our office at the Elizabethtown Residency (518-873-2170). Highway Law allows for the removal of snow in parking lanes to enable the safe passage of motorists. If the snow in parking lanes begins to extend out into the travel lane, or the snow in the parking lanes causes parked vehicles to extend into the travel lane, then the safe passage of motorists is affected and the snow in the parking lane needs to be removed. However, just because there is some snow in the parking lanes does not mean that the safe passage of motorists is affected.

Once you call us, one of our supervisors will look the situation over. If he/she/they determine that there is a problem, one of two things will happen:

First, if State forces are available, the snow will be removed, or
second, if State forces are not available, town forces may remove the snow and bill the State thru the SI-7 (Snow and Ice Control of State Highways) process once the NYSDOT Resident Engineer approves of such work.

Please do not hesitate to contact me at (518) 873-2170 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Steven Woods', written over a horizontal line.

Steven Woods, Assistant Resident Engineer
Region 1-Essex County
New York State Department of Transportation

cc: Michael G. Arthur, PE, Regional Director, Region 1
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