

Town of Deposit Highway Committee Work Session

On May 12, 2026 at 6 pm, after the monthly board meeting, a highway committee work session was held to review the proposed Highway Department Policy and Standards. Present were highway committee members Supervisor Walley, Board members Linkroum and Mills, and Highway Superintendent Ryan Tiffany. Board member Axtell also attended.

First discussed was that the Town has routinely followed NYS standards but feel an in-house policy would make it easier to clarify requirements for access to and performing work along Town of Deposit Highways. This Policy was developed by Highway Superintendent Ryan Tiffany in response to the NYSEG work in the Town dating back to January 2024. The policy was reviewed page by page by all present with very few changes.

It was decided to add to Annual Permit for commercial sign(p1) (code enforcement permit). To definitions (p3): Town refers to Town of Deposit. On page 9 item 4; replace Department with Town of Deposit and add: Fees returned upon completion and successful inspection by Town officials. The committee feels making this a retainer fee encourages cooperation of all involved

Easements (pg 10 item 7): Remove Town Clerk's office prior to permit issuance with Real Property Tax Office in Delhi NY. This will also be done on p 15 item 4.

It was discussed seasonal vs low maintenance roads. After the Cornell Roads conference 2025, Superintendent felt the Town needed to establish some low maintenance roads as well as seasonal roads. Supervisor Walley spoke with Del Co planning commissioner Shelly Johnson and she agreed and stated she has been after towns to do this for years. It is something the planning board would initially develop before the board acted. As many planning board meetings have been cancelled, she will reiterate her concern with Commissioner Johnson and

hopefully the planning board can start to develop this in near future.

Another concern was a policy for the Town to take over a private road. The Town is under no obligation to accept the gift of a road. In the past, the policy has been to not even consider the gift unless the road is brought up to specs for Town highways. Mr. Axtell, Mr. Mills and Superintendent Tiffany all thought these NYS specs were called Donovan. It was decided to research this and add an addendum or appendix with a website information for potential developers to research themselves. It was felt that would enable updates without the Town held responsible for updates.

Minutes respectfully submitted
Rebecca L Walley

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