

Building Department Policy and Procedures for
Towing of Abandoned Vehicles

Policy:

Vehicle tow list for property maintenance pertaining to Local Law #6, 2021

Purpose:

To promote the general welfare of the community and for the health, safety and appearance of properties for the residents of the Town of Saugerties and the owners of real property located in the Town of Saugerties and to provide a method whereby properties, including roads and rights-of-way within the Town are properly maintained, kept clean and free from disrepair, and unregistered and abandoned vehicles.

Procedure:

The Town of Saugerties Building Department may create a rotational tow list containing the names of towing businesses available for cleaning/clearing of properties. The Saugerties Town Building Department may limit the size of the list as warranted by the circumstances, such as the number of calls handled by the Department. The Saugerties Town Building Department may exclude any towing entities from rotational tow lists for any legitimate reason. Such exclusion may include any towing entity that:

- A. Fails to maintain a valid inspection and registration of their towing vehicles;
- B. Fails to maintain adequate equipment to perform the required towing tasks that are presented in the particular locale;
- C. Does not agree to the time frame provided by the Building Department for removal of the vehicle(s);
- D. Each truck operator must maintain a valid operator's license for the class of vehicle being driven to and from the tow scene. Each truck operator must also provide copies of Workers' Compensation certificate, liability certificate and D.O.T. Certification to the Building Department.

The expense for the towing shall be paid by the Town and a lien will be put on the property on which it is levied, and shall be collected by the Town as an assessment upon said premises on the next real property tax statements.

List Applicability

- A. A rotational tow list generally applies to normal passenger vehicles, light trucks and larger commercial type vehicles.
- B. Price Lists. The Building Department may obtain from listed towing agencies a complete list, regularly updated as necessary of all prices for the town (flat rates, additional equipment and hourly rates).
- C. List Placement. Towing agencies are initially placed on the towing list in alphabetical order. Once the use of the towing list has commenced, new agencies to be included are placed at the bottom of the list.
- D. Selection of Tow Company. Next available tow agency from the rotation towing list.
- E. Operation of the List. Tow calls from the rotational list are made from the top of the list and continue in rotational order. Once a towing company has responded to a request, or failed to respond to a request from the Building Department for removal of a vehicle, its name is placed at the bottom of the rotation list.
- F. Tow companies must be willing to respond to any type of tow call whether it be a wheeled, disabled or dismantled vehicle. Tow companies that do not desire to respond to certain types of tow calls, are not considered for placement on the tow list.
- G. Contact Information. Tow companies should provide best contact information, including name, address, phone number and email. Tow companies may not contract out to some other tow company to do their towing absent unusual circumstances and after specific approvals. If they cannot tow, the Building Department will contact the next towing company in order.

Removal/Suspension From Tow List:

Any tow agency may be temporarily or permanently removed from the rotational list for any legitimate reason, including, but not limited to:

Unsatisfactory performance, violation of law, imposition of unreasonable charges or failure to meet the characteristics and other standards outlined in these guidelines.

In the event the Building Department decides to remove or is

considering the removal of any tow agency from the list, the Building Department will provide the tow company with written notice to include the specific reason why the action has been taken and the effective date of removal.

If the tow company disagrees with the removal, they will be provided an opportunity to be heard upon submitting in writing a request to do so before the Building Department.

This policy is established in accordance with Town of Saugerties Local Law pertaining to Local Law #6, 2021.