

The Westchester County Department of Parks, Recreation & Conservation Master Maintenance Plan



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Section 1: Introduction

Introduction

Additions to our facilities in recent years, such as new parks, picnic areas, ball fields, and play equipment, coupled with aging buildings and the lack of a strategic plan to maintain and support these facilities, could lead to serious park management problems. These factors, when considered in conjunction with the decreasing maintenance budgets and increased pressure and maintenance responsibilities, provide a daunting challenge.

Park & Recreation maintenance/operations are defined as keeping Park & Recreation areas and facilities in their original state or nearly so as possible.

In order to obtain and sustain proper control, cost effective services and a coordinated effort, a strategic Maintenance Plan has been developed. There are several goals for this plan. It serves as a benchmark for evaluation as well as an ongoing review of policies and procedures. It will utilize various techniques for improvement of communication, management and supervision of facility maintenance within the Parks Division.

The Plan Includes the following:

- 1. SCOPE** – definition of the exact scope of maintenance operations.
- 2. STRUCTURE** – analysis of the current organizational structure.
- 3. MAJOR COMPONENTS** – improved cost accounting and time management analysis system.
- 4. LONG RANGE OBJECTIVES** – establishing a work control center and an ordered system of planning and scheduling.
- 5. IMPLEMENTATION** – a complete inventory of facilities and equipment to be maintained.
- 6. IMPACT** – a written routine maintenance plan including:
 - A. Maintenance standards written for all areas, facilities and equipment items identified in the inventory.
 - B. Identification and listing of specific routine maintenance tasks necessary to achieve the maintenance standard set for each facility.
 - C. Procedures describing the most efficient methods to accomplish routine maintenance tasks.
 - D. Maintenance task frequency.
 - E. Personnel necessary to accomplish the task.
 - F. Material and consumable supplies necessary for each task.

G. Tools and equipment required to accomplish tasks.

H. Accurate time estimates.

7. EVALUATION – provisions for systematic evaluation and review of all components and recommendations

The maintenance Plan is flexible and serves as a guide to Parks management and operations personnel. It also allows for the growth of services and assures the continued provision of maintenance services for recreation programs and services for the users of our parks.

The ultimate objectives of this system are as follows:

- A. Provide timely and accurate management reporting and tracking of manpower, money, machinery, materials and inventory.
- B. Provide automated scheduling of the maintenance of machinery, grounds and physical plant.
- C. Maintain historical data of manpower, money and machinery
- D. Provide data downloading for PC based applications.
- E. Allow for remote input to the database(s) via uploading and direct input.
- F. Integrate with existing financial, personnel and purchase applications currently in the County Systems.

As you can see this is an ambitious plan which, when completely installed will allow for accurate management information as well as highly justifiable and defensible budgetary allocations.

Parks, Golf Courses, Conservation, Recreation Facilities their level of service and acreage.

Facility	Acres	Level of Service	Department
Dunwoodie Golf Course	126	Heavy	Golf
Hudson Hills Golf Course	150	Heavy	Golf
Maple Moor Golf Course	140	Heavy	Golf
Mohansic Golf Course	863	Heavy	Golf
Saxon Woods Golf Course	100	Heavy	Golf
Sprain Lake Golf Course	130	Heavy	Golf

Facility	Acres	Level of Service	Department
Blue Mountain Reservation	1782	Heavy	Parks
Briarcliff-Peekskill Trailway	12 Miles	Medium	Parks
Croton Gorge Park	97	Heavy	Parks
Croton Point Park	508	Heavy	Parks
George's Island Park	208	Heavy	Parks
Glen Island Park	105	Heavy	Parks
John E. Hand Park	N/A	Low/Medium	Parks
Kingsland Point Park	18	Medium/Heavy	Parks
Nature Study Woods	N/A	Medium	Parks
Ridge Road Park	170	Medium/Heavy	Parks
Saxon Woods Park	600	Heavy	Parks
Silver Lake Preserve	236	Medium	Parks
Sportsman Center	1782	Heavy	Parks
Sprain Ridge Park	278	Heavy	Parks
Tibbetts Brook Park	161	Heavy	Parks
Twin Lakes	N/A	Medium	Parks
V.E. Macy Park	172	Heavy	Parks
Willson's Woods Park	23	Heavy	Parks
Woodlands Lake	N/A	Low/Medium	Parks

Facility	Acres	Level of Service	Department
Kensico Dam Plaza	98	Heavy	Recreation
Playland Park	313	Heavy	
Westchester County Center	N/A	Heavy	

Facility	Acres	Level of Service	Department
Bronx River Pathway	11.2 miles	Heavy	Conservation
Bronx River Reservation	797	Medium	Conservation
Cranberry Lake Preserve	165	Med/Heavy	Conservation
Edith G. Read Wildlife Sanctuary	174	Medium	Conservation
Graham Hills	431	Medium	Conservation
Hart's Brook Nature Preserve and Arboretum	N/A	Med/Heavy	Conservation
Hillside Woods	N/A	Medium	Conservation
Hilltop Hanover Farm and Environmental Center	180	Heavy	Conservation
Jay Property	23	Low/Medium	Conservation
Kitchawan Preserve	208	Medium	Conservation
Lasdon Park, Arboretum and Veterans Memorial	234	Medium	Conservation
Lasdon, Mildred B. Bird and Nature Sanctuary	N/A	Medium	Conservation
Lenoir Preserve	170	Medium	Conservation
Marshlands Conservancy	170	Medium/Heavy	Conservation
Mountain Lakes Park	1005	Medium	Conservation
Muscot Farm	777	Heavy	Conservation
Merestead	130	Medium/Heavy	Conservation
North County Trailway	22.1 Miles	Heavy	Conservation
Oscawana	N/A	Medium/Heavy	Conservation
Pocantico Lake	N/A	Medium	Conservation
Scout Field	22.9	Medium/Heavy	Conservation
South County Trailway	14.1 Miles	Heavy	Conservation
Trailside Nature Museum	N/A	Medium/Heavy	Conservation
Wampus Pond	93	Medium/Heavy	Conservation
Ward Pound Ridge Reservation	4315	Heavy	Conservation

Section 2: Scope of Maintenance Operations

1. The Scope of Maintenance Operations

The Parks Division is currently responsible for maintaining and supporting over 50 separate areas (some seasonally) throughout the County. These areas include:

Over 50 major and regional parks of approximately 18,000+ acres

10 nature preserves, protected areas and historic sites spanning over 5000 acres*

3 additional preserves, protected areas and historic sites that are operated externally, spanning over 300 acres

2 general municipal use properties of over 50 acres total.

*Nature Centers and Historic Sites are on an as needed basis.

These areas result in a total of approximately 18,000+ acres, of which about 3,000 are high use and maintenance. With a present manpower level of 245 full time line positions (excluding management staff and General Maintenance), this results in an average responsibility of 141 acres of maintenance per employee, 30 acres per employee for high maintenance areas alone.

The Parks Operations Division is also responsible for providing supportive maintenance services for all recreation facilities, programs and special events. This includes daily maintenance (on a seasonal basis) of:

6 all-weather tennis courts/3 Pickle Ball Courts

Over 150 miles of multi-use paved and unpaved trails

17 ballfields

4 skating ponds

8 sledding hills

100 + group picnic areas

25 playgrounds

2 boat launches

1 shooting range

1 Trail Lodge

20 camping cabins

More than 25 campsite shelters

69 R.V. sites

4 major swimming pool complexes/2 beaches

3 miniature golf courses

Over 1000 acres of mowed grass

Over 336 buildings

And additional special services as required.

An inventory of the current maintenance areas has been developed. This will assist in the assessment of the relative significance of each individual operation and the responsibilities of the Park Operations Division at each site. The inventory includes approximate acreage of each facility or maintenance area and the required maintenance at each area along with a brief description of the facility. Also, each area has a work plan that includes tasks to be performed at the facility and the approximate number of man hours required for each task and for the total work at the area. This detailed summary is a key factor in current and future maintenance planning and management. Finally, with the assistance of the Park Planning Division, all facilities have color coded maintenance maps.

As a means of further identifying maintenance operations and facilities, each job category and maintenance location has been assigned a code number. This code system will assist in record keeping procedures, in addition to an effective cost accounting system which will be capable of isolating the cost of operations per job or facility. These are listed on the next page.

Maintenance Operations Job Descriptions

MOWING (Daily/Weekly)

- Cutting grass with lawn mower or tractor.

TRIMMING (Daily/Weekly)

- Cleaning up grassy areas that cannot be tended to with a lawn mower. May require use of a weed whacker, or other hand held equipment.

FLORAL AREA MAINTENANCE (Weekly)

- Mulch, planting, water, weed and deadhead.

BALLFIELD MAINTENANCE (Weekly)

- To maintain fields in accordance with specific usage. May include: lining of fields, maintenance of backstops, goal posts, etc. Does not include grass mowing.

TENNIS/PICKLE BALL COURT MAINTENANCE (Daily/Weekly)

- Maintain courts by keeping them free of debris and water. Making sure all sizable cracks are filled, all nets are taut and in good playing condition.

GARBAGE PICK UP /REMOVAL (Daily)

- Removal or disposal of any objects in or around a garbage container throughout the facility.

LITTER PICK UP/REMOVAL (Daily)

- Litter refers to any object on the ground of any park facility (paper, bottles, etc.) not in or around a garbage can.

TURF MANAGEMENT (Seasonally)

- Seeding, fertilizing, irrigation, aeration, disease, pest, and erosion control.

TREE/SHRUB CARE (Weekly)

- Specific maintenance performed on trees and shrubs, including mulching and wood chipping.

LEAF COLLECTION/DISPOSAL (Seasonally)

- Blowing, raking and disposal of leaves.

PICKUP/DELIVERY (As Needed)

- Pertains to trips, pickup and delivery of items.

PARK EQUIPMENT MAINTENANCE (Monthly)

- Refers to all non-motorized, fixed, or mobile general park equipment such as garbage cans, grills, benches, flagpoles, railings, etc.

PLAYGROUND INSPECTION & MAINTENANCE (Daily/Weekly)

- All work associated with play structures and safety surfaces.

POOL MAINTENANCE (Daily/Weekly)

- **Repairs** – refers to actual pool surface, surrounding deck and concrete.
- **Painting** – refers to priming and painting of pool surfaces including steel structures and aquatic play areas.
- **Cleaning** – refers to daily maintenance by pool filter person (CPO)

FILTER MAINTENANCE (Weekly)

- **Filter Repairs** – refers to the maintenance and repair of the pools filtration and sanitation system.
- **Pump Repairs** – refers to the repair of pumps required to operate the pool.
- **Backwash Time** – refers to the backwash of the pools filtration system.

BUILDING MAINTENANCE (Weekly)

- The cleaning and custodial care of buildings, including lean-tos, pavilions, cabins, bath houses, garages, etc.

ICE SKATING AREA MAINTENANCE (Daily/Seasonally)

- The preparation, maintenance, and operation of an ice skating area.

TRAIL/PATHWAY MAINTENANCE (Daily/Weekly)

- Refers to surfaces and peripheral areas along trails and paths. Examples of work include: brush clearing, marking, surface repairs, erosion control, etc.

MOTOR EQUIPMENT MAINTENANCE (Daily/Weekly)

- In-house work associated with the care, repair, and servicing of all park motorized equipment.

FENCE/GATE REPAIR (As Needed)

- Permanent and temporary fencing and gates within a park.

BENCH/TABLE REPAIR (As Needed)

- Maintenance and replacement of all stationary and portable benches and tables.

VANDALISM REPAIR (As Needed)

- Repairing damage caused by malicious acts, except the removal of graffiti.

PAINTING (Seasonally/As Needed))

- Preparation and painting of a variety of surfaces.

CARPENTRY (As Needed)

- Construction, maintenance, and repair of wooden structures.

ELECTRICAL (As Needed)

- Repair, maintenance, and construction of electrical systems.

PLUMBING (As Needed)

- Repair, maintenance, and construction of water and sewer systems involving pipes, valves, and fittings.

MASONRY (As Needed)

- Repair, maintenance, and construction involving concrete, mortar, brick and stone.

SIGN REPAIRS/MAINTENANCE (As Needed)

- Tasks necessary to preserve the appearance of a sign, including installation.

INSPECTIONS (Weekly/Monthly, PIP Review done Yearly)

- Formal reviews of park areas.

INVENTORY (Weekly)

- Accounting of supplies and equipment.

GAFFITI REMOVAL (As Needed)

- By paints, solvents, or abrasives.

WORK IN OTHER PARKS (As Needed)

- Refers to any work done by park personnel outside of their respective facility, except for that work performed in conjunction with special events.

SNOW REMOVAL (Seasonally)

- Snow related activities, including plowing, salting/sanding, etc. (please refer to the facilities snow plan)

SNOW REMOVAL OUTSIDE THE DEPARTMENT (As Needed/Seasonally)

- Refers to snow related work outside of the Parks Department.

GENERAL PARK MAINTENANCE (Daily/Weekly)

- Miscellaneous tasks specific to the facility.

MINI GOLF MAINTENANCE (Weekly)

- All work done within the fence of the mini golf area.

SUPERVISION/ADMINISTRATION (Daily)

- Time spent at the job site, planning, supervision and general office work.

TRAINING (Monthly/Yearly)

- Time spent at both in-house and outside training programs.

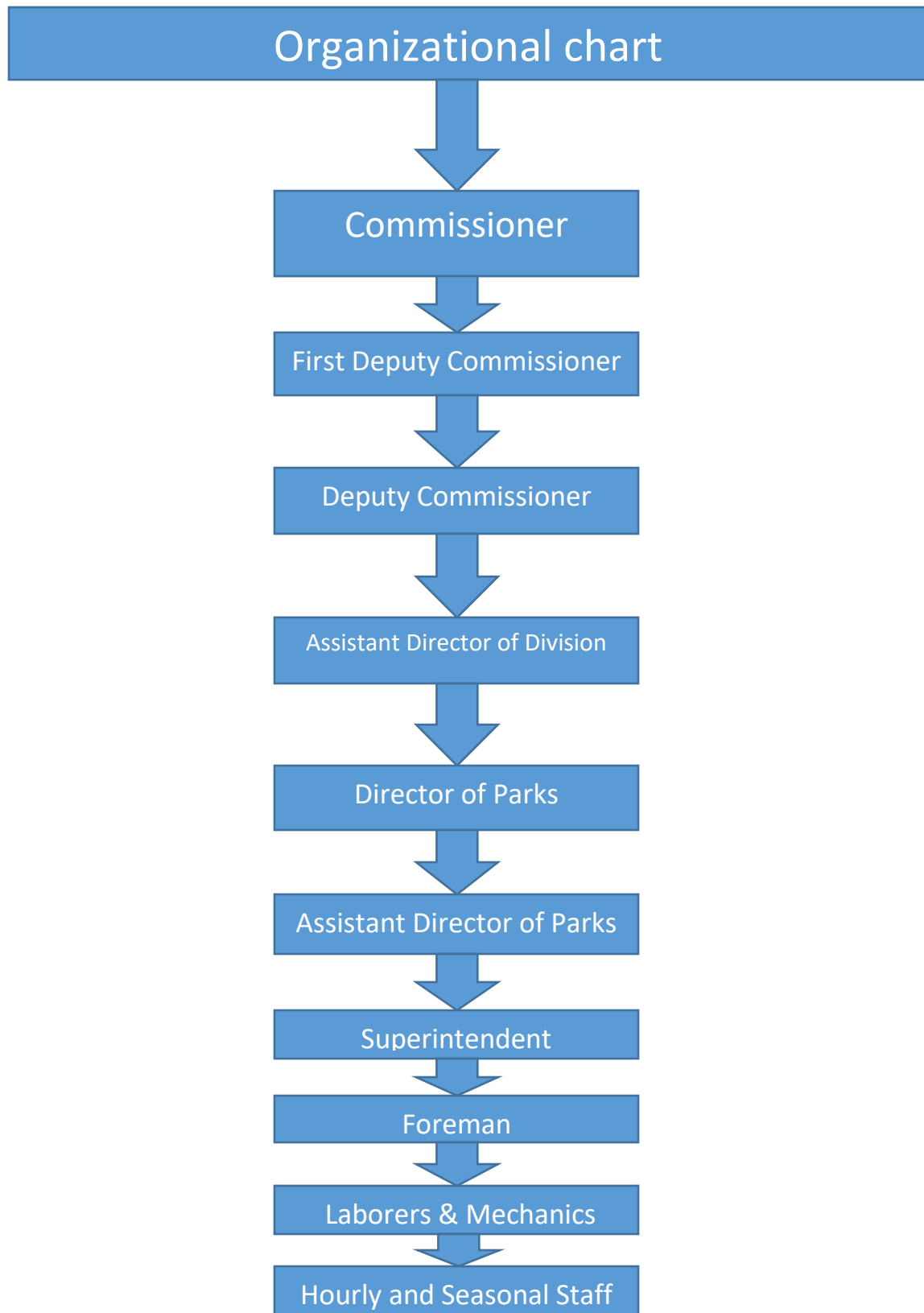
SPECIAL EVENT SUPPORT (As Needed)

- Work directly related to a special event or performance within or outside of the park, such as moving, delivering and picking up chairs and tables.

ROAD/PARKING LOT MAINTENANCE (As Needed)

- Repair and maintenance of park roads, paths, parking lots, guide rails, parking blocks, and curbing.

2. Current Organizational Structure.



3. Major Components

The Master Plan includes several major elements. They are designed to achieve a specific goal or set of goals that will improve the productivity and cost efficiency of the Parks Division. The elements are as follows.

A. Work Control Center

The central element of the MP is the establishment of a central administrative location at each facility from which the park maintenance operations can be planned and controlled. The work control center should be housed at the garage area and contain a work “office” area for the Park Foreman who, in consultation with the Park Superintendent is responsible for maintenance planning and scheduling; work direction and oversight of jobs, direct personnel supervision of the Parks Operation Staff. Administrative supervision of the duties associated with park maintenance operations will be the responsibility of the Park Superintendent.

The Management Analyst and District Park Director’s office will hold all records, planning and scheduling information (copies); work performance and man hour summary information, and all other relevant administrative data.

B. Operations Planning Aids

Superintendents Daily Assignment Summary

Developed in cooperation with the Park Foreman on a weekly basis, the daily assignment summary provides a guide for the assignment of all manpower and equipment while allowing for changes in these assignments as may be necessitated by unanticipated requirements.

The daily assignment summary will list the distribution of all manpower; the locations and descriptions of the work to be performed; the equipment needed and the approximate time to complete each task.

This allows the Park Superintendent and District Park Director to have a detailed summary of the scheduled duties of all personnel and to make changes in those assignments where necessary. It will also provide a source of information from which specific work assignments can be planned for up to a seven day or longer period.

C. Incident/Vandalism Report System

The incident/vandalism report system will allow the department to establish a specific accounting procedure to measure the costs of vandalism in the facilities. The report will include: the location and complete description of the damage; the required maintenance or repair; the needed equipment and/or replacement parts and their respective costs; the magnitude of the damage and its impact on the delivery of services. These reports should be forwarded along with monthly hour summaries to the administrative office.

D. Work Order System

Work Orders are handled by the General Maintenance Department, which is comprised of a team of skilled laborers such as: Plumbers, Carpenters, Electricians, Masons, Welders etc.

Specific job responsibilities and assignments for all trade maintenance laborers will be designated in writing by the Superintendent or the Park Foreman in advance of the date of assignment. The work order will be issued in general accordance with the planned maintenance operation of the facility.

Each work order will list: the facility; the work order number; the date submitted; the location and specific description of the scope of work; the priority scale/severity for the work order; and any additional information that may be needed to assist with the assignment. The work order is then submitted to the Director of Parks for review and approval, before being submitted to the Parks General Maintenance Department. GM will review the WO, contact the facility and deploy men to assess the job that needs to be done. As the work is completed, the individual or senior staff member will initial the work order to verify that the work has been satisfactorily completed. If there has been some variation from the designated assignment or the assigned time, it shall be noted on the work order so that it may aid in future management planning and control functions.

E. Maintenance/Equipment Service Request

The Maintenance Service Request is to be used by program staff to request assistance for the Parks Operation Division with program activities. The request will include: the date service is requested for; the facility; the specific locations in the facility; a brief description of the services; the number of personnel requested during the event; the equipment needed; comments; the person filing the request and the date filed.

The request will allow for the proper scheduling of personnel to help meet the demands of program support services. (In conjunction with Recreation events at park facilities.)

4. Long Range Objectives

The MP is designed to improve planning, scheduling, organization and communication as it relates to park maintenance. It also provides guidelines for the implementation of future policies. These policies will an integral role in the development of the division as increased demand for services requires a more sophisticated maintenance response.

These long term objectives include:

- A. The standardization of policies and procedures;
- B. An improved equipment inventory and security system;
- C. A reductive and preventative maintenance program;
- D. Employee training and job development programs;
- E. Proposals for improved coordination and communication between recreation programming and supportive maintenance services.

5. Implementation

In order to achieve maximum impact, the MP must be implemented in accordance with several important factors. First, the plan must be thoroughly understood by all those who play a role in it. This includes full knowledge of all components and an overall understanding of the basic goals and objectives of the MP by all supervisors and line staff.

6. Impact

The MP is designed to achieve an immediate and positive impact on the Parks Division. This can be measured in terms of the division's improved performance in meeting the normal responsibilities of maintenance of parks and recreation facilities, as well as meeting the demands of recreational programming and the special needs of the citizens of Westchester County in a cost efficient manner.

The more specific terms, the MP will result in the more efficient use of all maintenance personal and equipment through improved planning and assignment techniques. It will therefore produce a higher quality of maintenance services and increased capacity for greater maintenance responsibilities as the future recreation environment may require. In addition, the cost accounting system established will provide the information necessary to conduct a meaningful cost benefit analysis of all maintenance operations or facilities and will therefore become an integral part in future maintenance management and building functions.

A well-ordered system of personal management and operations planning and control will also increase the level of morale and self-esteem among department employees

7. Evaluation

A systematic evaluation process will be implemented for review of all employees and components throughout the division.

- Hourly and seasonal employee evaluations
- Lifeguard evaluations
- Pride in Park Evaluations (PIP)
- Program/Services evaluations

Section 3: Parks Division

Parks Division

Maintenance areas, listed in priority order. However, during our beach season (from Memorial Weekend – Labor Day) and pool season (from last week of June – Labor Day), some maintenance areas may take precedent over others.

1. Reserved areas and all picnic groves

- Remove all trash and litter.
- Clean grills and surrounding area.
- Cut all grass.
- Check, clean, and repair all picnic tables.

2. Bathrooms

- Check and clean bathrooms' daily.
- Sweep and Mop floors.
- Empty trash and remove cobwebs from walls and floors.
- Clean all sinks, toilets, urinals and shower stalls.
- Check and fill soap and toilet paper dispensers.
- Note and make necessary repairs when needed.
- Periodic checks of the bathrooms throughout the day (every 30-45 minutes)

3. Ballfields (Grass and Turf Fields)

• Grass Fields

- Cut and trim all grass on and around the field
- Remove all trash and litter.
- Check all fences, goal posts, dugouts etc. make repairs where needed
- Line all fields for future rentals
- Remove leaves when needed
- Goals and nets in good condition

• Turf Fields

- Remove all trash and litter
- Blow off all fields
- Groom all fields with specific turf field equipment
- Line all fields for future rentals
- Check all fences, goal posts, goals etc. make repairs where needed
- Remove leaves when needed
- Goals and nets in good condition

4. Beach Area

- Clean entire bath house. All sinks, showers, toilets, urinals etc.
- Stock all bathroom facilities with soap and toilet paper
- Remove all trash and litter
- Rake beach tide line, and sand
- Blow and sweep walkways and beach deck
- Check all lifeguard chairs, place them on the beach in their designated area
- Cut and trim all grass on and surrounding the beach area
- Weed all flower beds
- Check all buoy lines
- Clean and prepare lifeguard and first aid room

5. Pool Deck/Facility

- Clean Bathhouse, all sinks, showers, toilets, urinals etc.
- Stock all bathrooms with soap and toilet paper
- Remove all trash and litter
- Blow and sweep pool deck
- Cut and trim all grass around the pool deck
- Weed all flower beds
- Check and balance all chemicals in the pool water (chlorine, PH, etc.)
- Back wash pool filters (as needed)
- Check all pool features to make sure they are operating sufficiently
- Prepare lifeguard and first aid room for operation

6. Main Lawns/Fields

- Mow grass throughout park in all fields. Trim and weed whack around trees, bushes, sign posts, underneath tables, around guard rails etc. Remove leaves when needed.

7. Building Maintenance

- All buildings are inspected on a weekly basis
- Interior and exterior walls, windows, doors etc. are inspected
- Surrounding areas are mowed and trimmed
- All hedges are maintained
- Gutters are inspected on a monthly basis
- Light fixtures, hand dryers, heating/cooling units, etc. are all inspected weekly
- Elevators (where applicable) are inspected

****All pools, bathroom facilities, bathhouses and buildings that are not heated get winterized during the winter season.***

8. Vehicle and Equipment Inspections/Preventative Maintenance

Activity includes those tasks necessary for the proper maintenance of vehicles and equipment that is used throughout the department. All equipment must meet operational and maintenance standards as set by Westchester County.

- All vehicles checked weekly
- All equipment checked daily/weekly
- Weekly greasing, fluid levels, tire pressure
- Oil changes as needed
- Daily cleaning of equipment, vacuuming etc.
- Conduct minor repairs when needed (not warranting mechanics attention)
- Problems with fleet equipment are reported to the County Garage

****All fleeted vehicles and big equipment have regular scheduled maintenance and where required NYS Inspections performed by the mechanics for Westchester County/DPW's Central County Garage.***

****Smaller equipment is maintained at the facility it is fleeted to. In house mechanics perform scheduled maintenance on smaller equipment.***

9. Parking Lots, Paths and Roadways

- Guardrails checked on a weekly basis (Repairs made as needed)
- Road ways checked for low hanging branches or obstructions
- Pot holes checked and filled as needed
- Removal of all garbage and litter
- Grass, bushes and hedges cut or trimmed as needed
- Roads are cleaned and blown to remove dirt and leaves
-

10. Playground Inspections/Maintenance

- No holes or depressions
- No unsecured fences or gates
- No exposed footings
- Removal of all garbage and litter
- No poor drainage areas
- All hardware in good condition
- All equipment in good working order
- Repairs are made as needed

11. Shooting Range Inspection/Maintenance

- Annual or Bi-annual reclamation of lead in berms and bullet traps, as funding allows
- Quarterly range cleaning
- Quarterly Trap and Skeet equipment tune ups and maintenance
- Quarterly Large Bore berm and target holder repair
- Monthly Small Bore and Police Ranges berm and target holder repair
- Quarterly Police Range sacrificial rubber repair or replacement
- Bi-annual Large Bore access road regrading, more often in winter season
- Lead education program for staff
- Blood surveillance program, optional for staff exposed to the range

****This outlines various maintenance needs at PRC facilities. Each facility has a detailed maintenance plan that the employees follow for their facilities specific maintenance requirements.***

Section 4: Conservation Division

Conservation Division

Hilltop Hanover Farm

The property, 180 acres in total, was purchased by Westchester County in 2003 for agricultural preservation, drinking water protection and the promotion of environmental stewardship. The purchase revived a nearly 200-year tradition of farming at the site. The 50-acre Hilltop Hanover Farm and Environmental Center is now operated by Westchester County Parks.

Hilltop Hanover Farm produces diversified vegetables for a Community Supported Agriculture (CSA) program and retail farm stand. Also offering educational programs including field days, farm tours, and interpretive education run through the [Friends of Hilltop Hanover Farm](#).

The Environmental Center provides a classroom and meeting space for allied organizations as well as areas on the site for related research projects. Topic areas include healthy food production and other farm related enterprises appropriate to suburban-scale agriculture; non-toxic land management practices; alternative energy demonstrations; healthy and sustainable living practices and a better understanding of and appreciation for the environment.

Muscoot Farm

Alfred B. DelBello Muscoot Farm is an early-1900s interpretive farm that is open year-round and offers a full [schedule of programs](#) for families, as well as [group tours](#), farmyard visits and hayrides by reservation.

More than seven miles of hiking trails allow visitors to explore some of Muscoot's 777 acres through fields, woodlands and wetlands. Trail maps are available in the reception center. For the protection of our animals and our visitors, petting and feeding of the farm animals is not permitted and dogs are not allowed at Muscoot.

Muscoot Farm was originally a gentleman's farm owned by the Hopkins family and used as their summer estate and dairy farm from 1880 to 1924. In 1924 the family moved to the farm year-round and continued the dairy business until 1967 when Westchester County acquired the property. In 2016 Muscoot was re-named in memory of Alfred B. DelBello, who served as Westchester County Executive from 1974 to 1983, and who played an integral role in preserving the park as an interactive farm during his tenure.

Farm Animal Maintenance

- Farm consists of daily observation of animal appearance and activity. We achieve this by using the BAR method. This method lets us observe if the animal is bright, alert, and responsive. If there are any issues, we administer medicine or a course of care that aligns with our vet services. Pens and animal living spaces are cleaned thoroughly as often as is necessary. Throughout the year determinations are made to the type and amount of food each animal receives. Accurate inventories and records are kept on animals, supplies, and equipment. Preventative maintenance is performed on farm equipment and supplies as needed. In addition to these services the farm also runs farm based education programs throughout the year. These programs use real life maintenance to teach the public about farming method and practices. Examples of these programs include: sheep shearing, milking demonstrations, farm chores, and 4H programming.

Livestock

- Cows – muck out cow barn daily, refresh water, feed in winter months, regular vet checkups, trim hooves, maintain barn
- Goats – add bedding straw daily, refresh water, feed in winter months, regular vet checkups, trim hooves, muck out stalls, maintain goat shed

Agriculture

- Cover crop management, seeding, planting, weeding, harvest, watering, fertilizing, wash and pack produce from fields, composting waste materials, deer fence repairs and maintenance, greenhouse repairs and maintenance, integrated pest management, maintaining food storage spaces, soil testing, maintaining tractors and implements, etc.

Grassland Maintenance and Management Plan

This grass land and maintenance management plan provides recommendations for annual mowing, monitoring and spot herbicide treatment of invasive weed species in the recently restored native grasslands. Recommendations for managing fields of non-native vegetation adjacent to the grasslands are also included.

Restoration of the grasslands involved stabilizing native warm season grass dominated areas and then sowing seeds of short-mid-height, and tall native grassland species over areas where invasive and/or non-native plant species have been eradicated. The goal was to protect and enhance quality habitat for ground-nesting birds as well as other bird species that use the grassland and its surroundings.

Grasslands are dynamic habitats that require active, multi-pronged management to prevent succession to forest and invasion by undesirable vegetation. Mowing limits forest succession while monitoring and spot herbicide application address weed invasion. Spot weed control is particularly important in the grassland as years of untreated invasive species growth prior to the restoration means the seed bank in the soil is a likely source of invasive species re-emergence.

If monitoring visits by qualified habitat specialists do not occur or fewer herbicide treatments occur than recommended, the re-establishment of problem weeds should be expected. Over time, the most competitive species-namely noxious weeds-will dominate, reducing floral and faunal diversity and resulting in conditions similar to those present prior to grassland restoration.

Proper management to the grasslands and its adjacent fields, however, will protect this important habitat for wildlife and future generations of Westchester County residents.

- No spray to occur within 100ft NYS D.E.C. Wetland Setback
- No grassland management work permitted from Nov. 1-March 31 per NYS D.E.C.
- Adjust Task timing based on seasonal conditions and emergent weeds.
- Target weeds include but are not limited to:
 - Autumn Olive
 - Bradford Pear
 - Chinese Lespedeza
 - Cow Vetch
 - Cyprus Spurge
 - Japanese Hops
 - Mile-A-Minute Vine
 - Mugwort
 - Oriental Bittersweet
 - Phragmites
 - Porcelain Berry
 - Purple Loosestrife
 - Siberian Elm
 - Smooth Brome
 - Tree-of-Heaven
 - White Sweet Clover

Yearly Schedule

April (prior to April 22)	May	June	July	August	September
	Site visit ^ (Early May)				
	Spot Weed Control** (Late May)			Spot Weed Control**	
Dormant Mow ° Prior to April 22					
	Mow °	Mow °			
	Mow °	Mow °	Mow °	Mow °	Mow °
	Mow °	Mow °	Mow °	Mow °	Mow °

Notes:

* No grassland management work permitted Nov. 1 – March 31 per NYS D.E.C.

^ Monitoring to be conducted by a qualified specialist (consultant, county staff, etc.)
Monitoring to occur prior to weed control.

° Do not mow lower than 6". Use a flail or rotary-style mower.

** Spot herbicide applications to be conducted by a license applicator with a valid NY State herbicide applicator's license. Applications to occur with a back pack sprayer or hand sprayer according to all rules and regulations for safe and proper handling. No spraying to occur within 100 feet NYS D.E.C. wetland setback. Swales to be included in spot weed control.

Herbicides can include but are not limited to: Glyphosate, Clopyralid, Triclopyr 3, Sethoxydim, and Aminocyclopyrachlor. Chemicals not labeled for use in NY State are not to be used.

Section 5: Golf Division

Golf

Putting Greens and Collars

Mowing of Putting Greens

1. **Mowing Equipment:** Triplex riding greens mowers with baskets, Toro 3000 or equivalent, clippings removed. Poling shall be performed to distribute any excess clippings.
2. **Mowing Frequency:** April through November, Saturday and Sunday, all holidays and special events and at least 4 other days per week.
3. **Height of Cut:** 5/32 inch (.156) to 7/32 inch (.219)

Mowing of Collars

1. **Mowing Equipment:** Collars of 3ft width shall be cut with a triplex riding greens mower. Toro 3000 or equivalent, Poling shall be performed to distribute excess clippings.
2. **Mowing Frequency:** April through November, 3 times per week.
3. **Height of Cut:** ½ inch (.50)

Pin Placements

Hole locations shall be changed daily according to a pre-determined schedule with the exception of light play.

Fertilization

Soil samples from each green shall be taken and submitted to the Harris Laboratories or equal for pH and complete soil nutrient testing. Samples shall be taken in mid-April and mid-September and test result recommendation will be implemented in the overall program. A combination of liquid and organic fertilizer will be used at the rate of app. 1/2lb of nitrogen per 1000sq ft. per growing month.

A dormant application of IBDU shall be applied in mid-November at the rate of approximately 1lb of nitrogen per 1000sq ft.

All materials shall be applied in accordance with the manufacturers recommendations. A total of 4 to 5 lbs. of nitrogen shall be applied annually.

Pest Management

The Department of Parks, Recreation and Conservation has long incorporated the principles of Integrated Pest Management. The practice of a systematic approach to managing pests, which focus on long-term prevention and suppression with a minimum impact on human health, the environment, and non-targeted organisms essential to the establishment of a sound pest management program. Despite these efforts, chemical pest control materials are often necessary and shall be applied by a licensed pest control applicator in accordance with all local, state, and federal regulations.

- A. Fungicides:** Fungicides shall be applied on a preventative basis to greens and collars on a 14-day cycle from late April to November. A curative and preventative control program shall anticipate the following: Anthracnose, Brown Patch, Dollar Spot, Leaf Spot, Pythium Blight, Summer Patch and Snow Mold.
- B. Insecticides:** Application of appropriate materials shall be made on greens and collars on a timely basis to control the following target pests: Hyperodes Weevil, Cut Worms, Sod Webworms, Ataenius Beetle, and White Grub Complex.
- C. Herbicides:** Herbicide application shall be made on greens and collars on a timely basis to control Crabgrass, Goose Grass, and Broad Leaf Weeds below acceptable thresholds.

Aerification

Greens shall be aerified twice per year, once in the late spring and again in late summer. Exact timing will coincide with appropriate weather and growing conditions. A Toro or John Deere core aerifier will be used with 3/8 inch hollow tines. Cores shall be removed from the green and appropriate topdressing material applied at the rate of 1 ½ cubic yards per 1000 square feet.

Turf cultivation by spiking or water injection, such as the Toro Hydroject shall be used to relieve compaction when hollow tine aerification is not an option.

Topdressing

During the growing season greens shall be top-dressed monthly with material similar to the root zone mix at the rate of ¾ cubic yard per 5000 square feet. Material shall be brushed in, and a cleanup mowing shall follow application.

Over seeding

Greens and collars shall be over seeded with Pennlinks, South Shore L-93 or Regent Creeping Bent Grass, or approved, once per season during late summer. Following core aerification and removal, areas will be over seeded at the rate of 1.5lbs per 1000 square feet. Topdressing and adequate irrigation shall follow to insure seed germination and survival.

Irrigation

Greens and collars shall be irrigated in accordance to its specific needs as affected by topography, exposure, intensity of traffics, rooting depth and evapotranspiration rate. As a standard practice, approximately 1-2 inches of water per week shall be applied to the area in the form of irrigation or rainfall.

Manual watering of localized dry spots, particularly on high spots and along the edges of greens, shall be utilized to prevent turf from becoming saturated. During periods of high temperatures and wilt conditions, syringing by hand or irrigation controls shall be used. Under severe conditions syringing may be needed 2 to 4 times per day between the hours of 10am and 6pm. Care should be taken to minimize the impact on play.

Dew Removal

Early morning removal of dew with poles from putting greens and collars should be performed whenever mowing is not scheduled.

Approaches

Mowing of Approaches

1. **Mowing Equipment:** Triplex greens mower, Toro 3050 or 3100 Triplex or equivalent.
2. **Mowing Frequency:** April Through November, two times per week.
3. **Height of Cut:** ½ inch (.500) clippings returned.

Fertilization

Soil samples from each area shall be taken and submitted to the Harris Laboratories or equal for pH and complete soil nutrient testing. Samples shall be taken in mid-April and mid-September and test result recommendation shall be implemented into the overall program.

A total of 4 to 5 lbs. of nitrogen per 1000 sq. ft. shall be applied annually. A quick release form of nitrogen should be used in early spring in two monthly applications of .50 to 1.0 lbs. of nitrogen per 1000 sq. ft. A slow release form of nitrogen should be used in the summer in four monthly applications of .25 to .50 lbs. of nitrogen per 1000 sq. ft.

A dormant application of IBDU shall be applied in mid-November at the rate of 1 lb. of nitrogen per 1000 sq. ft.

Pest Management

- A. **Fungicides:** Fungicides shall be applied on a preventative basis to the approaches on a 21-day cycle from June to November. The control program shall anticipate the following: Anthracnose, Brown Patch, Dollar Spot, Leaf Spot, Pythium Blight, Summer Patch, and Snow Mold.
- B. **Insecticides:** Applications of appropriate materials shall be made on greens and collars on a timely basis to control the following target pests: Hyperodes Weevil, Cut Worms, Sod Web Worms, Ataenius Beetle, and White Grub Complex.
- C. **Herbicides:** Herbicide applications shall be made on greens and collars on a timely basis to control Crab Grass, Goose Grass, and Broad Leaf Weeds below acceptable thresholds.

All pesticide applications must conform to the Westchester County Pesticide Reduction Law – Chapter 690.

Aerification

Greens shall be aerified twice per year, once in the late spring and again in late summer. Exact timing will coincide with appropriate weather and growing conditions. A Toro or John Deere core aerifier will be used with 3/8 inch hollow tines. Aerification cores shall be broken up and dragged back into the turf.

Irrigation

Approaches shall be irrigated in accordance to its specific needs as affected by topography, exposure, intensity of traffic, rooting depth and evapotranspiration rate. As a standard practice approximately 1-2 inches of water shall be applied to the area in the form of irrigation or rain fall.

Manual watering of localized dry spots, particularly on high spots and along the edges of greens, shall be utilized to prevent turf from becoming saturated. During periods of high temperatures and wilt conditions, syringing by hand or irrigation controllers shall be used. Under severe conditions syringing may be needed 2 to 4 times per day between the hours of 10am and 6pm. Care should be taken to minimize the impact on play.

Tees

Mowing of Tees

- 1. **Mowing Equipment:** Triplex greens mower equipped with baskets. Toro 3050 or 3100 Triplex or equivalent.
- 2. **Mowing Frequency:** April through November, three times per week.
- 3. **Height of Cut:** ½ inch (.500) clippings removed.

Fertilization

Soil samples from each area shall be taken and submitted to the Harris Laboratories or equal for pH and complete soil nutrient testing. Samples shall be taken in mid-April and mid-September and test result recommendation shall be implemented into the overall program.

A total of 7 to 10 lbs. of nitrogen per 1000 sq. ft. shall be applied annually. A quick release form of nitrogen should be used in April and May in two week intervals at the rate of .75 lbs. of Nitrogen per 1000 sq. ft. A slow release form of nitrogen should be used from June to October in two week intervals at the rate of .50 lbs. of nitrogen per 1000 sq. ft. A dormant application of IBDU shall be applied in mid-November at the rate of 1lb of nitrogen per 1000 sq. ft.

Pest Management

- A. **Fungicides:** Fungicides shall be applied on a preventative basis to the approaches on a 21-day cycle from June to November. The control program shall anticipate the following: Anthracnose, Brown Patch, Dollar Spot, Leaf Spot, Pythium Blight, Summer Patch, and Snow Mold.
- B. **Insecticides:** Applications of appropriate materials shall be made on greens and collars on a timely basis to control the following target pests: Hyperodes Weevil, Cut Worms, Sod Web Worms, Ataenius Beetle, and White Grub Complex.
- C. **Herbicides:** Herbicide applications shall be made on greens and collars on a timely basis to control Crab Grass, Goose Grass, and Broad Leaf Weeds below acceptable thresholds.

All pesticide applications must conform to the Westchester County Pesticide Reduction Law – Chapter 690.

Aerification

Tees shall be aerified twice per year, once in the late spring and again in late summer. Exact timing will coincide with appropriate weather and growing conditions. A Toro or John Deere core aerifier will be used with 3/8 inch hollow tines. Aerification cores shall be broken up and dragged back into the turf.

Over seeding & Topdressing

Following the aerification process the tees shall be over seeded with a mix of Perennial Ryegrass and low-mow Bluegrass at the rate of 4-6 lbs. per 1000 sq. ft. The tee shall then be top dressed with approximately .25 cubic yards per 1000sq. ft. of material comparable to the root zone mix. All materials shall then be brushed into the existing turf surface.

Irrigation

Tees shall be irrigated in accordance to its specific needs as affected by topography, exposure, intensity of traffic, rooting depth and evapotranspiration rate. As a standard practice

approximately 1-2 inches of water shall be applied to the area in the form of irrigation or rain fall.

Manual watering of localized dry spots, particularly on high spots and along the edges of greens, shall be utilized to prevent turf from becoming saturated. During periods of high temperatures and wilt conditions, syringing by hand or irrigation controllers shall be used. Under severe conditions syringing may be needed 2 to 4 times per day between the hours of 10am and 6pm. Care should be taken to minimize the impact on play.

Divot Program

Divot scars shall be filled in on a daily basis. Individual divots shall be filled and leveled with a blend mix of Perennial Ryegrass/low mow Bluegrass and 50-50 sand/soil mix.

Tee Markers

Markers shall be moved on a daily basis according to a pre-determined schedule designed to provide adequate time for repair of the tee surface.

Fairways

Mowing of Fairways

1. **Mowing Equipment:** Mid-weight five-reel type mower, Toro reelmaster 4000 lightweight fairway mower or equivalent.
2. **Mower Frequency:** April through November, three times per week.
3. **Height of Cut:** 7/8 inch (.875) clippings returned.

Fertilization

Soil samples from each area shall be taken and submitted to the Harris Laboratories or equal for pH and complete soil nutrient testing. Samples shall be taken in mid-April and mid-September and test result recommendation shall be implemented into the overall program.

A total of 5-6 lbs. of nitrogen per 1000sq. ft. shall be applied annually. A quick release form of nitrogen should be used in mid-April and in mid-May at a rate of .75 lbs. of nitrogen per 1000 sq. ft. A slow release form of nitrogen should be used in 6 to 8 week intervals from June through August at the rate of .50 lbs. of nitrogen per 1000 sq. ft. A dormant application of IBDU shall be applied in mid-November at the rate of 1lb of nitrogen per 1000 sq. ft.

Pest Management

- A. **Fungicides:** Fungicides shall be applied on a preventative basis to the approaches on a 21-day cycle from June to November. The control program shall anticipate the following:

Anthracnose, Brown Patch, Dollar Spot, Leaf Spot, Pythium Blight, Summer Patch, and Snow Mold.

- B. Insecticides:** Applications of appropriate materials shall be made on greens and collars on a timely basis to control the following target pests: Hyperodes Weevil, Cut Worms, Sod Web Worms, Ataenius Beetle, and White Grub Complex.
- C. Herbicides:** Herbicide applications shall be made on greens and collars on a timely basis to control Crab Grass, Goose Grass, and Broad Leaf Weeds below acceptable thresholds.

All pesticide applications must conform to the Westchester County Pesticide Reduction Law – Chapter 690.

Aerification

Fairways shall be aerified twice per year, once in the late spring and again in early fall. Exact timing will coincide with appropriate weather and growing conditions. A Toro or John Deere aerifier will be used. Aerification cores shall be broken up and dragged back into the turf.

Irrigation

Fairways shall be irrigated in accordance to its specific needs as affected by topography, exposure, intensity of traffic, rooting depth and evapotranspiration rate. As a standard practice approximately 1-2 inches of water shall be applied to the area in the form of irrigation or rain fall.

During periods of high temperatures and wilt conditions, syringing by hand or irrigation controllers shall be used. Under severe conditions syringing may be needed between the hours of 10am and 6pm. Care should be taken to minimize the impact on play.

Primary Rough

Mowing of Primary Rough

- 1. Mowing Equipment:** Triplex Reel type mower. Toro 2300 or National Triplex or equivalent.
- 2. Mowing Frequency:** April through November, two times per week.
- 3. Height of Cut:** 1 ¼ inches, clippings returned.

Pest Management

- A. Fungicides:** Fungicides shall be applied on a preventative basis to the approaches on a 21-day cycle from June to November. The control program shall anticipate the following: Anthracnose, Brown Patch, Dollar Spot, Leaf Spot, Pythium Blight, Summer Patch, and Snow Mold.

- B. **Insecticides:** Applications of appropriate materials shall be made on greens and collars on a timely basis to control the following target pests: Hyperodes Weevil, Cut Worms, Sod Web Worms, Ataenius Beetle, and White Grub Complex.
- C. **Herbicides:** Herbicide applications shall be made on greens and collars on a timely basis to control Crab Grass, Goose Grass, and Broad Leaf Weeds below acceptable thresholds.

All pesticide applications must conform to the Westchester County Pesticide Reduction Law – Chapter 690.

Irrigation

Primary Roughs shall be irrigated in accordance to its specific needs as affected by topography, exposure, intensity of traffic, rooting depth and evapotranspiration rate. As a standard practice approximately 1-2 inches of water shall be applied to the area in the form of irrigation or rain fall.

During periods of high temperatures and wilt conditions, syringing by irrigation controllers shall be used. Under severe conditions syringing may be needed between the hours of 10am and 6pm. Care should be taken to minimize the impact on play.

Aerification

Primary Roughs shall be aerified once per year, early fall. Exact timing will coincide with appropriate weather and growing conditions. A Toro or John Deere aerifier will be used. Aerification cores shall be broken up and dragged back into the turf.

Fertilization

Primary Roughs should receive 2-3lbs of nitrogen per year. Three applications of slow release nitrogen should be applied from mid-April through mid-September.

Secondary Rough

Mowing of Secondary Rough

1. **Mowing Equipment:** Large three-unit rotary mower. Toro Groundsmaster 4000 or 580 equivalent.
2. **Mowing Frequency:** April through November, once per year.
3. **Height of Cut:** 2 ½ inches, clippings returned.

Irrigation

Secondary Roughs shall be irrigated in accordance to its specific needs as affected by topography, exposure, intensity of traffic, rooting depth and evapotranspiration rate. As a

standard practice approximately 1-2 inches of water shall be applied to the area in the form of irrigation or rain fall.

During periods of high temperatures and wilt conditions, syringing by irrigation controllers shall be used. Under severe conditions syringing may be needed between the hours of 10am and 6pm. Care should be taken to minimize the impact on play.

Aerification

Secondary Roughs shall be aerified once per year, early fall. Exact timing will coincide with appropriate weather and growing conditions. A Toro or John Deere aerifier will be used. Aerification cores shall be broken up and dragged back into the turf.

Fertilization

Secondary Roughs should receive 2-3lbs of nitrogen per year. Three applications of slow release nitrogen should be applied from mid-April through mid-September.

Low Maintenance Roughs

Mowing of Low Maintenance Roughs

1. **Mowing Equipment:** P.T.O driven, tractor pulled rotary Brush Hog or equivalent.
2. **Mowing Frequency:** Once per year in the late fall.
3. **Height of Cut:** 4 inches

Banks, Bunkers and Tees

Mowing of Banks, Bunkers and Tees

1. **Mowing Equipment:** Triplex upfront floating rotary/reel mower. Toro Groundsmaster 3500 sidewinder or Reelmaster 3100/National 8400 or equivalent.
2. **Mowing Frequency:** Two times per week.
3. **Height of Cut:** 2 inches

Bunker Maintenance

Mowing

- 1. Mowing equipment:** Triplex upfront floating rotary/reel mower. Toro Groundsmaster 3500 Sidewinder or Reelmaster 3100/National 8400 or equivalent. Use of walk behind rotary mower and/or weed trimmer to avoid turf scalping.
- 2. Mowing Frequency:** April to November, once per week.
- 3. Height of Cut:** 2 ½ inches

Fertilization

Bunker surrounds should receive 2-3lbs of nitrogen per year. Three applications of slow release nitrogen should be applied from mid-April through mid-September.

Pest Management

- A. Fungicides:** Fungicides shall be applied on a preventative basis to the approaches on a 21-day cycle from June to November. The control program shall anticipate the following: Anthracnose, Brown Patch, Dollar Spot, Leaf Spot, Pythium Blight, Summer Patch, and Snow Mold.
- B. Insecticides:** Applications of appropriate materials shall be made on greens and collars on a timely basis to control the following target pests: Hyperodes Weevil, Cut Worms, Sod Web Worms, Ataenius Beetle, and White Grub Complex.
- C. Herbicides:** Herbicide applications shall be made on greens and collars on a timely basis to control Crab Grass, Goose Grass, and Broad Leaf Weeds below acceptable thresholds.

All pesticide applications must conform to the Westchester County Pesticide Reduction Law – Chapter 690.

Irrigation

Bunker surrounds shall be irrigated in accordance to its specific needs as affected by the form of irrigation or rainfall.

Manual watering of localized dry spots, particularly on high spots and along the edges of greens, shall be utilized to prevent turf from becoming saturated. During periods of high temperatures and wilt conditions, syringing by hand or irrigation controllers shall be used. Under severe conditions syringing may be needed 2 to 4 times per day between the hours of 10am and 6pm. Care should be taken to minimize the impact on play.

Bunker Raking

Bunkers shall be raked on Saturdays and Sundays and two additional days during the week. When using a mechanical rake such as a Toro sand Pro 5020 or John Deere 1200A. The operator shall enter and exit at a different location each time to avoid creating a worn path. The

operator should avoid damaging the bunker edges by manually raking the perimeter of the bunker as well as any excess sand mounds left that may accumulate when the machine exits the bunker.

Bunker Edging

Bunkers shall be edged twice per year, in the spring and early fall. Special attention shall be given to reestablishing the original edge of a bunker when removing encroaching vegetation.

Weed Control

Bunkers must be kept free of weeds at all times.

Sand Replacement

Sand depth shall be checked in the late fall and fresh sand added whenever the depth has decreased below the minimum of 4-6 inches throughout the base and 2-3 inches on steep faces.

Irrigation Maintenance

The irrigation system, including pumping station, irrigation central, controllers, irrigation lines, electrical wires, and sprinkler heads, shall be maintained in proper operating conditions at all times. Repairs are made as needed.

Equipment Maintenance

All equipment shall be maintained in good operating condition. Manufacturers recommendations regarding maintenance shall be adhered to. All cutting units must be maintained in sharp cutting conditions at all times.

Tree Maintenance

Pruning and removal: Trees shall be pruned periodically to maintain the health, shape, and safety of the trees. Any dead or dying shall be promptly brought to the attention of the Golf Course Superintendent. If the tree is to be removed the Westchester County Parks Board must grant proper approval.

Trimming around the base of trees: The grass around the base of all trees shall be trimmed on a regular basis to maintain a clean and weed free appearance. String trimmers shall be kept away from the trunk at all times to avoid injury to the tree. It is acceptable to treat a 6-inch band around the base of the tree trunk with a non-selective herbicide to control grass and weed growth.

Cart Paths

Cart path shall be swept on a weekly basis and edged on a monthly basis. Surface repairs, when needed will be done promptly.

Entrance Roads and Parking Areas

All entrance roads and parking areas shall be maintained in good repair at all times, including striping, patching, pot hole repair, and snow plowing and removal.

The entrance roads and parking areas shall be inspected on a weekly basis to insure that all lighting systems are functioning properly, that all entrance road parking areas, walkways, are clean, safe and secure conditions.

Shrub Maintenance

Shrubs shall be pruned and shaped on a monthly basis in a manner that preserves the health of the shrubs and to maintain an attractive and well-groomed appearance.

Any dead or dying shrubs shall be promptly removed and replaced.

Shrubs shall be watered and fertilized to maintain optimum growth and appearance. Pests and disease shall be controlled to prevent damage and to maintain an acceptable appearance.

Flowers and Ground Cover

Annual flower beds shall be replanted during the month of May. Irrigation, fertilization and pest control shall be performed to provide an attractive and well maintained appearance.

Any flowers or vines that are dead or have a dried out appearance shall be removed and replaced.

Trash and Debris Removal

All trash receptacles shall be emptied on a daily basis. Litter and debris shall be removed daily from sidewalks, parking areas, entranceway, and golf course each day. A dumpster shall be available and serviced on a routine basis. The area around the dumpster shall be kept clean at all times.

Lawn Care

Mowing

1. **Mowing Equipment:** Rotary Mower
2. **Mowing Frequency:** April – November, once per week.
3. **Mowing Height:** 1 ¼ inch

Fertilization

Fertilizer shall be applied bimonthly to maintain acceptable color and turf vigor. Applications of approximately 1lb of nitrogen per 1000 sq. ft. As a guideline, 1/2lb to 1lb of nitrogen per 1000 sq. ft. shall be provided each application.

Overseeding

Lawns shall be overseeded with a bluegrass, fescue, perennial ryegrass blend on an as needed basis during the month of September at the rate of 3-6lbs per 1000 sq. ft.

Pest Management

Insecticides, herbicides, and fungicides shall be applied as needed to control pests. All pesticide applications must conform to the WESTCHESTER COUNTY PESTICIDE REDUCTION LAW-CHAPTER 690.

Section 6: Playland Amusement Park

Playland Maintenance Responsibilities

- All grounds maintenance inside of Playland for Standard Amusement which include:
 - Mowing of grass.
 - Weed whacking.
 - Plantings.
 - Weeding of flower beds.
 - Small tree pruning.
 - Hedge trimming.
 - Leaf removal.
 - Bed fertilization.
- Work Orders:
 - Completion of work orders that are submitted from all entities which include Standard Amusements, Ice Casino, Children's Museum, and Read Sanctuary.
 - Examples of work orders are welding, small carpentry, plumbing, electrical, small stucco repair, and painting.
 - Small equipment repair.
 - Event setup/use of barricades and equipment.
- Snow removal and salting:
 - Snow removal plan attached.
- Playland Parkway:
 - Grounds keeping on Playland parkway which include mowing and weed whacking.
 - Street lighting and repair.
 - Small tree pruning.
 - Working with volunteers regarding invasive vine removal.
 - Working with volunteers regarding parkway plantings.
 - Maintaining Playland Parkway pathway and foot bridge.
 - Small tree removal.
 - Leaf cleanup.
 - Storm damage/cleanup.
- Playland Parking Lot: (examples but not limited to)
 - Providing coordination and assistance to the following groups:
 - Westchester county police driver training.
 - Con Edison set up.

- Liberty Lines driver training.
 - Events such as CSEA food Drive.
- Garbage pickup:
 - Daily at Read Sanctuary.
 - Once a week at Children Museum.
- Children Museum plantings, weeding and watering.
- County Fleet:
 - Coordination of all county vehicles and equipment with the county garage for inspections and repairs.
 - Petroleum bulk storage reports and inspections.
- Quarterly and annual fire prevention inspection PRC.
- Annual Fire Inspections department of emergency services. (Neil Caputo)

Section 7: Snow Removal/Maintenance

SNOW REMOVAL PLAN

Department of Parks, Recreation and Conservation

PURPOSE

This plan has been developed in order to provide PRC with a coherent and automatic response to the clearing of snow and ice from the facilities operated by this department. Our primary concern in developing this plan is to insure the safety of the general public as well as our operators in the most cost-effective and efficient manner possible.

SNOW CONTROL DURING NORMAL HOURS OF OPERATION

Snow removal should begin when snow accumulation is at **1/2 inch - 2 inches**. If plowing beyond normal hours of operation is necessary, Superintendents and Golf Course Managers must first receive approval from the Chief of Operations.

SNOW CONTROL BEYOND NORMAL HOURS OF OPERATION

The Deputy Commissioner will assess storm conditions and decide if and where personnel shall be deployed. The superintendent of each facility will determine which employees are called in. Overtime must be offered to staff on a rotating basis so that total overtime hours are shared equally among all eligible personnel at each facility.

The time of the snowstorm and accumulation dictates the starting time for the crew. Removal of snow and ice accumulation is to be completed during the regular workday, particularly in non-priority areas.

Jason Klein	Cell 914-760-4977 Home 914-305-5228	CONSERVATION
Joe Simoncini	Cell 914-879-1213	PARKS
Frank Carrieri	Cell 914-882-4257 Home 914-528-0424	PLAYLAND
William Schoenberg	Cell 914-497-2347	COUNTY CENTER
Veronica Snyder	Cell 914-879-2459 Home 914-948-1808	COUNTY CENTER
Kevin Cooke	Cell 914-760-0603	KENSICO
Domenic Gangemi	Cell 914-406-6377 Home 914-761-2231	KENSICO
Neil Squillante	Cell 914-760-4912 Home 914-665-1908	DEPUTY COMMISSIONER
Rich Belizze	Cell 914- 760-4921 Home 914-276-2365	GOLF
Francesco Fiore	Cell 914-760-8940	FOR EMERGENCY BACK UP

Snow removal at non-priority locations must always occur during regular work hours. Whenever possible, snow removal from priority areas should also occur during regular work hours.

FIRST PRIORITY AREAS

There are certain locations that are clearly a priority in regard to snow removal. These are listed below. They are also highlighted and italicized within the areas of responsibility of each facility.

Glen Island Harbour Club (*Harbor Club/Bridge Entry*)

Metro North Commuter Lot (*Fisher Lane/ No. White Plains*)

Sidewalks Used by Commuters

County Center Parking Lots & Sidewalks

Main Road Bridges

Radio Tower at Mt. Lakes

Open concessions at Dunwoodie Golf Course, Sprain Lake Golf Course, Saxon Woods Golf Course, Mohansic Golf Course and Maple Moor Golf Course and Hudson Hills

PERSONS PER VEHICLE

The plan outlines the number of vehicles and persons per vehicle for each location. Conditions and safety considerations may dictate the use of additional personnel. Any deviation from the plan must have the approval of the Chief of Operations.

CARE OF EQUIPMENT

In order to have vehicles ready for the next winter season, it is necessary that major overhaul of trucks and equipment used on snow and ice control work be started immediately after the end of the previous winter season. Overhaul is carried on continuously throughout the summer months.

A few plows should be mounted well in advance of the anticipated date of the first snow- storm. As more severe winter weather approaches, additional units can be readied. During the winter season, equipment shall be serviced at the end of each storm and at opportune times during a storm.

If a truck or any essential piece of equipment breaks down during plowing, contact your immediate supervisor for further instruction or assistance. In addition, please reach out to the County Garage

during work hours (914-995-4961); or after hours contact Ralph Hanson (914-420-9762) or Jay Haviland (845-797-1402) if towing or serious repairs are required.

A ballast load provides extra weight needed on the truck to obtain maximum traction for pushing snow. Ballast loads are placed over the truck's rear axle and are normally between one-half and three-fourths of a full load.

The ballast must be removed when the truck is not needed for snow removal.

It is good practice to wax or oil plow moldboard. Blades and shoes must be changed as necessary in order to prevent moldboard damage and wear. All snow and ice control vehicles and equipment should be sheltered in heated quarters.

After each storm all equipment is serviced, washed, checked and repaired as necessary. At the end of the snow and ice control season, rust should be removed from plows and the plows painted with the proper prime coats and finish coats of paint. Plows with tungsten-carbide blades are stored on wooden blocks in the off season. This eliminates rusting around the inserts.

SNOW & ICE STANDARDS

Priority Areas: Plowing will begin at 1/2 inch during regular work hours.

If needed, overtime plowing must be approved by the Chief of Operations.

Other Areas: Plowed only during regular work hours.

NOTE: Pavement should be salted or sanded as soon as possible after plowing. Pavement will be clear of ice and snow for priority areas from 1/2 - 4 hours. For locations that are not priority areas, they should be done as soon as possible during normal hours of operation.

AREAS OF RESPONSIBILITY

All locations are listed in priority order. First priority areas are in bold italics. All concessions may not be listed, but those doing business during winter months are considered first priority areas.

BRONX RIVER RESERVATION

Dom Maglione - Park Superintendent III **Cell 914-557-3548**
Home 914-231-5124

Louis Trangucci - Recreation Leader **Cell 914-330-4968**
Home 914-235-0499

The Department of Parks, Recreation and Conservation's Snow and Ice Control Plan on the Bronx River Parkway Reservation includes some 920,000+ square feet. The Parks Department is responsible only for the removal of snow and ice on bridges over the Bronx River, not the Bronx River Parkway. The responsibility for these sidewalks rests with the local municipality.

The specific areas of snow and ice removal by PRC on the BRP are as follows:

Listed in priority order. First priority routes and areas in bold italics.

1. ***Fisher Lane parking lot, pathway to Metro North tunnel.*** (N. White Plains)
2. Pondfield Road sidewalk north side of roadway to River House Apts. sidewalk on South side of roadway to Lawrence Hospital
3. Palmer Road sidewalk on north and south side of roadway
4. Harney Road sidewalk between parkway & sidewalk near pathway
5. Chatterton Parkway - sidewalk and pathway into field
6. Brook Lane sidewalk to pathway
7. Fenimore Road sidewalk to Green Acres Bridge (Greenacres Avenue to Green Acres Bridge)
8. Thompson Street sidewalks on bridge over river
9. Scarsdale Road sidewalk between parkway, Pennsylvania Avenue to Read Avenue
10. Colonial Heights Parkway sidewalk on south side of bridge & east side of bridge to

U.S. Vitamin

11. Malcolm Wilson Park sidewalk
12. Tuckahoe Road sidewalk on north and south of bridge
13. Parkview Avenue sidewalk on east side of roadway to Pondfield Road
14. Snow removal on the following: Parkway Road sidewalk from Midland Avenue to pathway.
15. Miller House – **ONLY IF KENSICO STAFF ARE UNABLE TO GET IT DONE.**
16. Sidewalk from East Parkway to Metro North Platform
17. Scout Field upper and lower parking areas

One person per truck

Estimated plowing time: 16 hours

Equipment: Three dump trucks w/plows and two sanders, two pickups w/plow and sander, three tractors w/plows, three walk behind w/blowers, two loaders

COUNTY CENTER

Mike Lanni – Sr. Mtce. Mech. II (Electric)	Cell	914-424-8104
	Home	914-761-0572

Joe Greco – Sr. Mtce. Mech. II (Electric)	Cell	914-467-9950
	Home	914-447-5863

Bill Schoenberg – Recreation Supt.	Cell	914-497-2347
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Listed in priority order

1. Front steps/plaza and all walkways and sidewalks around County Center.

2. East and West Lot sidewalks
3. Stairs from West Lot to Route119
4. The information sign circle
5. Rear Parking Lot

Equipment:

Dodge 2500 pick-up with plow and sander

Two Toro Snow Blowers

Ariens Snow Brush

Ventrac Tractor with snow blower (in the garage)

SPRAIN RIDGE / RIDGE ROAD / VE MACY / WOODLAND LAKE

Luigi Mazzella – Sr. Maint Mech III	Cell	914-837-3497
	Home	203-826-7726

Mark Porter – Park Foreman	Cell	914-539-6397
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Mike Tomanelli – Park Supt. III	Cell	914-760-0961
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Ridge Road

Listed in priority order

1. Sprain Ridge Park
2. Ridge Rd.
3. VE Macy / Woodland Lake

One person per truck

Estimated plowing time: 8 hours

Equipment: Two pickups w/plows (sander for one), one dump w/plow and sander, two loaders

CROTON POINT/CROTON GORGE

Sara Cavanaugh - Park Supt. III	Work Cell	914-719-5319
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Doug Falcone – Park Foreman	Work Cell	914- 393-7874
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	Home	914-962-3385
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	Pers. Cell	914-406-1547
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Listed in priority order

1. Croton Point
2. Croton Gorge and house at Croton Gorge
3. *River Lane – Has not been done in more than years

One person per truck

Estimated plowing time: 4 hours

Equipment: One large dump w/plow and sander, one small dump w/plow and sander, two pickup trucks both with plows – one with sander, one snow blower that mounts on tractor and one loader w/backhoe

GLEN ISLAND

Roberto Alcantara – Park Supt. III	Cell	914-760-1025
	Home	914-939-4275
Trinodd Habersham – Park Foreman	Cell	914-804-8419

Listed in priority order. First priority routes and areas in bold italics.

- 1. Service Road and Bridge**
- 2. Glen Island Harbour Club**
3. Sand Willson's Woods Main Road after hours
4. Glen Island Park
5. Nature Study Woods sidewalks

One person per truck

Estimated plowing time: 12 hours

Equipment: two medium trucks w/plow and sander, two pickups w/plows and sanders and two snow blowers, skid steer

BLUE MOUNTAIN / SPORT'S CENTER / GEORGE'S ISLAND

Vlad Valcourt – Park Supt. II	Cell	914-760-3473
Rick Lanza – Mtce. Mech. II	Cell	914-539-6938

Listed in priority order

1. Blue Mountain
2. Sportsmen Center
3. George's Island

One person per truck

Estimated plowing time: 6 hours

Equipment: Two pickups w/plows & sanders, one dump w/plow, one loader/backhoe, one loader and two snow blower (push)

TIBBETTS BROOK

Tim Wilson – Operations Manager	Cell	914-309-5134
Sheldon Lindsay – Park Supt. I	Cell	914-557-2320
	Pers. Cell	914-304-7799
Claudinei Santos – Park Foreman	Cell	914-760-4988

Listed in priority order

- 1. Tibbetts**
- 2. Assist Dunwoodie as Needed (Food Concession)**
- 3. Mile Square & Palmer Roads**

One person per truck

Estimated plowing time: 8 hours

Equipment: One pickup w/sander & plow, one mini dump and spreader w/plow, one mini dump w/plow, one pickup w/plow, one loader, one snow blower

WARD POUND RIDGE

Jeff Main – Program Admin. (Park Mgmt.)	Home	203-746-0786 (Use 1st)
	Cell	914- 760-4971
Mike Vogt – Park Foreman	Cell	914-760-4937
	Home	914-603-3714
	Pers. Cell	914-589-1417

One person per truck

Estimated plowing time: 8 hours

Equipment: One pickup w/plow & sander, one small dump plow and sander, one loader, Dodge Ram pickup w/plow.

MOUNTAIN LAKES

Taro Ietaka – Recreation Supervisor	Cell	914-329-1444
	Home	914- 505-0534
Paul Zahn – Park Foreman	Cell	914-497-5119
	Home	914-715-8564

Listed in priority order. *First priority routes and areas in bold italics.*

1. Radio Tower

2. Mountain Lakes Park, Camps, Residence areas

One person per truck

Estimated plowing time: 7 hours

Equipment: One pickup w/sander and plow, one snow blower, one med. loader, one small loader

Dump w/plow and sander

SAXON WOODS

Ryan Mathews – Park Superintendent II	Cell	914-393-5458
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	Home	845-642-3717
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Martin Santangelo – Park Foreman	Cell	914-562-6000
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Listed in priority order

1. Saxon Woods Park
2. Silver Lake

One person per truck

Estimated plowing time: 13 hours

Equipment: One dump with plow no sander, one John Deere Gator with plow, one loader, one snow blower

LASDON

Stephen Klein – Park Foreman	Cell	914-419-8994
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Jessica Schuler – Program Coordinator	Cell	914-467-9780
	Home	914-934-2232

Equipment: One small dump w/plow and sander, one loader w/backhoe, one pickup w/plow, one walk behind blower

MERESTEAD/WAMPUS POND

Evelio Lopez – Parks Superintendent III	Cell	914-467-0818
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Edison Duma – Mtce. Mech. I (Grounds)	Cell	914- 420-0671
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(Assist North County Trailway as needed)

Equipment: One pickup w/plow

WILLSON'S WOODS

Jene Davis – Recreation Leader	Cell	914-263-6512
Wilson Thomas – Park Foreman	Cell	914-760-6302

Listed in priority order:

- 1. Willson's Woods Main Road**
2. Parking lots
3. Walkways

One person per truck

Estimated plowing time: 2 hours

Equipment: One pickup w/plow, one loader, one snow blower

MUSCOOT

Jonathon Benjamin – Farm Manager	Cell	914-263-9723
Justin Seelaus– Sr. Mtce. Mech. II (Farmer)	Cell	267-614-7068

One person per truck

Estimated plowing time: 4 hours

Equipment: one pickup w/plow, one dump w/plow

KENSICO DAM PLAZA

Domenic Gangemi - Sr. Mtce. Mech. III (Grounds)	Cell	914-406-6377
	Home	914-761-2231
Oscar Rivera – Park Foreman	Cell	914-400-8668

Snow up to 6 Inches – Minimum of three people (two plowing, one handling shoveling, snow thrower, salting)

Snow 6 inches & greater – Minimum of four people (two plowing, two-shoveling, snow thrower, salting)

- Areas to be plowed – all service roads, parking lots, plaza, entrance, storage area across the street
- Areas to be shoveled / snow throwers- small paths, entire 9/11 area, sidewalks, clear drains
- Salt Kensico parking lot, roadways, entrance, walkways, Cranberry Lake roadway and parking area.... Calcium Chloride 9/11 area
- Cranberry Lake – plow roadways / parking areas
- Miller House – If Kensico staff is unable to get it done then notify BRP staff and they will take care of it.
- Get salt from BRP... If snow is coming over a weekend, then load up on Friday.

Kensico Snow Removal Equipment

Toro Snow Blower, Ford F-150 Pickup with plow, Ford F-350 Dump Truck with plow,

John Deere Snow Thrower attachment, John Deere front loader, salt spreader, Kawasaki ATV with plow, shovels

WINTER WONDERLAND ORDER OF STAFFING

- Kensico staff – Dominic Gangemi 914-406-6377
- Domenick Maglione - 914-557-3548
- William Schoenberg - 914-497-2347

Equipment for Winter Wonderland – Plaza

- Bobcat, front-end loader, shovels, snow thrower

Preventive Maintenance

- October – snow throwers – change oil/fuel, check belts, add fuel stabilizer to fuel
 - Both trucks with plows taken to County Garage to be inspected and maintenance on plows
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MOHANSIC

Scott Russell – Golf Course Mgr.	Cell	914-365-0480
	Home	203-743-6643
Billy Kelly – Sr. Mtce. Mech. III (Grounds)	Cell	914-879-5502
Keith Costa – Mtce. Mech. I	Cell	914-257-2579
	Home	845-603-6009

One person per truck

Estimated plowing time: 7 hours

Equipment: two dump and sander w/plow, skid steer one dump w/plow

DUNWOODIE

Poy Yong - Recreation Supervisor	Cell	914-760-6310
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Home	914-476-5883
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Joe Palumbo – Sr. Mtce. Mech. I (Grounds)	Cell	914-557-0094
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Home	914-949-1067
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Kentas Martelly – Mtce. Mech. I	Cell	914-513-1328
(Mechanical)	Home	914-277-8007

Rick Messier – Sr. Mtce. Mech. III (Grounds)	Cell	914-557-0503
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Home	845-440-0429
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(Assisted by Tibbetts as needed)

One person per truck

Estimated plowing time: 12 hours

Equipment: One dump truck w/plow, one pickup w/snow plow & sander, snow blower and loader

MAPLE MOOR

Debbie Donahoe – Golf Course Manager	Cell	914-646-4858
	Home	914-428-1263
Luis Jimenez – Sr. Mtce. Mech. III (Grounds)	Cell	914-497-2293
	Home	845-632-2147
Carlos Lazaro – Sr. Mtce. Mech. I (Grounds)	Cell	914-414-8-83

One person per truck

Estimated plowing time: 4 hours

Equipment: One pickup w/plow, walk behind snow blower

SAXON WOODS GOLF

Felix Cortese – Recreation Supervisor	Cell	914-760-4970
Robert Pallas - Sr. Mtce. Mech. I	Cell	914-763-3285
	Home	914-472-0809
Scott Ingram – Sr. Mtce. Mech. III (Grounds)	Cell	914-420-0870
	Home	203- 666-7119

Parking Lot & walkways

Estimated plowing time: 4 hours

Equipment: One pickup, one dump w/plow, walk-behind snow blower

SPRAIN LAKE

Buddy Sarlo – Recreation Supv.	Cell	914-760-4965
	Home	914-835-5271
Brian Gallagher – Sr. Mtce. Mech. III (Grounds)	Cell	914- 330-1157
	Pers. Cell	610-704-8808
Cirilo Cruz-Velasquez	Cell	914-403-8217
Wilkins Roland – Sr. Mtce. Mech. I	Cell	914-513-7582

One person per truck

Estimated plowing time: 7 hours

Equipment: One dump truck w/plow, one Pick-Up w/plow and sander, lower, one walk-behind snow blower

HUDSON HILLS

Grover Alexander- Greenkeeper	Cell	914-260-3956
Gerard Fedro – Sr. Mtce. Mech.	Cell	914-282-5854
	Home	914-245-8774

One person per truck

Estimated plowing time: 4 hours

Equipment: One dump truck w/plow and sander

NORTH COUNTY TRAIL

Dave Crockett – Sr. Mtce. Mech. I (Repair) Cell 914-598-3916

Christopher Peterkin – Mtce. Laborer Cell 914-447-7521

NCT Parking Lots - Rt.118 Yorktown, Millwood, Route 100 Briarcliff

117 Properties - All Parking Lots

Graham Hills

Pocantico Hills service road & access roads to all buildings.

Hilltop Hannover Farm roadways as needed

Equipment: One pickup w/plow/salt spreader, mini dump w/plow and sander for both North and South, one walk-behind snow blower

SOUTH COUNTY TRAIL

Evelio Lopez – Park Superintendent III Cell 914-467-0818

Kevin Motta – Park Foreman Cell 914- 309-0544

Listed in Priority Order

North Broadway sidewalk in front of Lenoir Preserve

Lenoir Preserve

South County Trail Parking Lot (Farragut Avenue)

Eastview Parking Lot

Equipment: One pickup w/plow/salt spreader, mini dump w/plow and sander for both North and South, one walk-behind snow blower

PLAYLAND SNOW REMOVAL & ICE CONTROL PLAN

***Snow removal should begin when snow accumulation is at ½ inch – 2 inches.**

***Supervisor approval needed for storm related overtime.**

Private concessionaires will contact us if they feel that salt is needed because of icing/slippery conditions.

Contact List: *(Calls are to be made in the below listed order. If someone doesn't answer, go to the next person.)*

Joe Diaz	Cell	914-714-9172 or 505-980-4979
Jeremy Pantlitz – Sr. Mtce. Mech. I	Cell	914-563-4797
John Infelice – Sr. Mtce. Mech. III (Electric)	Cell	914-760-0261
Frank Carrieri Jr. – Gen. Mgr. - Playland	Cell	914-837-8488

Equipment Care and Assignment

- All employees must be assigned a truck/equipment to be used for storm
- Equipment/truck assignment sheets must be filled out for **EACH** storm
- If employees switch equipment, a new sheet is needed
- All sheets are to be turned into John Infelice after each storm
- All employees are responsible for the care of such equipment/truck
- If tire chains are used, after storm, chains must be removed and stored
- After each use, storm truck must be inspected for damage inside and out
- All trucks **MUST** be cleaned off of salt in beds, bumpers, etc.
- All cabs must be cleaned out of garbage (coffee cups, food, etc.)
- All damage to **ANY** equipment must be reported to John Infelice **ASAP**.

Playland Park Snow Removal Crew

- Joe Diaz-Lives on property
(Plowing/salting)
Cell Phone: 914-714-9172 or 505-980-4979
- Jeremy Pantlitz
(Plowing/salting/skid steer/backhoe)
Cell Phone: 914-760-4982
- Miguel Diaz
Cell phone: 203-952-4138
- Jayme Santos (pathways, storm drains, hydrants)
Cell Phone: 914-349-1321
- Oscar Barrera (call Jayme Santos)
(Pathways)
- Gabriel Vajello (call Jayme Santos)
(Pathways)
- Gabriel Barrera (call Jayme Santos)
(Pathways)
- Anner Barrera (call Jayme Santos)
(Pathways)
- Raymundo Santiago (call Jayme Santos)
(Pathways)

Plowing/Salting Responsibilities

- Read Sanctuary – Plow through the double metal gates and parking area. Only use salt when requested.
- Any pathways for the Ice Casino.
- Any pathways for the Children’s Museum.
- Public walkways along Playland Parkway from Forest Avenue to Old Post Road.
- Playland Parkway Footbridge use snow blower (no plow)
- Milton Avenue sidewalks.
- Old Post Road bridge sidewalk.
- (3) County housing parking areas
- In front of County gas pumps
- Clear any storm drains, fire hydrants in the above listed areas
- ***NEVER** plow/clear snow on any boardwalk besides what is listed.

MARSHLANDS CONSERVANCY SNOW REMOVAL

****Playland is going to be responsible for any snow removal/salting of the following locations listed below at the Marshland Conservancy **after ALL responsibilities for snow removal/salting are completed at Playland.***

All of the plowing responsibilities were reviewed by Scott Williamson December 1, 201.

Per Scott NO salt is to be used due to the water table unless he requests it. ***

- New contact is Mike Gambino (914) 835-4466, (914) 497-4257 cell
- Main Roadway going in will be plowed.
- Two parking areas to the left and right of the nature center will be plowed.
- The small pathway leading to the nature center building front door will be back pull plowed.

NOTES

Approved by:

Kathy O'Connor (Commissioner)

Signature: _____

Date: _____