

ADMINISTRATIVE GUIDELINES, RULES, & GENERAL INFORMATION



Broome County
Parks, Recreation & Youth Services

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County Executive

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Introduction

Broome County has established various parks and leisure facilities to be administered by the Broome County Department of Parks and Recreation. For the better management of these facilities, it is necessary to establish certain Rules and Regulations for all persons entering, using, visiting or who are otherwise within the boundaries of said facilities.

This document is meant to provide information and guidelines to park users. Many frequently- asked questions have been addressed within, along with basic rules and regulations. No claim is made that every situation, question or rule has been addressed in this document.

For additional information:

Broome County Department of Parks & Recreation (607)778-2193
Bcparks@broomecounty.us or www.gobroomecounty.com/parks

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GROUPS

- A. Groups with more than twenty-five (25) people will be admitted by a permit only if they are not renting a shelter. This includes school groups, church groups, clubs, etc). Such permits shall be obtained from the main office of the Department, Broome County Office Building, Government Plaza, Hawley Street, Binghamton, NY (Phone 778-2193). Group permits are free of charge.
- B. The permit does not entitle the group to any special privileges such as tables, grills, parking or play fields.
- C. All groups of persons under the age of eighteen (18) will be chaperoned by leaders twenty-one (21) years of age or older, on a basis of about one leader per 10 participants.
- D. Groups registering for a permit in the name of an agency, institution or the like will furnish evidence that the activity is an approved social function scheduled and approved by that agency, and that an officer or leader will be present at the function.
- E. The number of groups permitted may be limited in one park on any given day. Group sizes are generally limited to 100 persons, but larger groups may be accommodated if the total number registered for a given park and day does not interfere with regular park operations.
- F. The use of portable or permanent public address systems or any sound amplifying equipment is prohibited unless specifically permitted by the Director of Parks and Recreation in extenuating circumstances.
- G. The Department reserves the right to assign groups to specific areas of the park.
- H. Permission must be requested on Permit for the use of tents. Small pop-up tents allowed. No tents with stakes allowed.
- I. Weddings are classified will need Special Event Permit not Group Permit.

FAMILY CAMPGROUND (GREENWOOD PARK)

A. CHECK-IN/CHECK-OUT

Check-in time is 12:00pm (noon). Earlier check-in may be permitted at manager's discretion.

Check-out time is no later than 11:00am. After 11:00am one is liable to charge for one additional night whether the campsite is occupied for another night or not.

All personally owned camping equipment shall be removed from the campground by 11:00am unless an additional night on the same site has been reserved and paid for.

A camper who wishes to remain in the park after check-out time must remove all equipment and personal possessions from the campground by 11:00am.

B. CONTROL

The area Security Officer has the authority to assign sites. He may request the names of all members of the party to be recorded.

C. EQUIPMENT PERMITTED

Equipment allowed on a campsite shall be limited to one (1) camping trailer or self-propelled camper, or 2 tents and awnings not to exceed a combined total of 275 square feet. House trailers are not permitted.

All areas must be kept sanitary, neat and clean at all times.

No more than two vehicles are allowed per site.

Any additional vehicles must be parked in the Guest Parking area just across from the Campground Entrance. Parking is not allowed on grass or roadways.

D. DOUBLE SITE ASSIGNMENT

In instances where it is necessary to assign large families to two sites for reasons of health or safety, they will be charged the rate of two sites. (See page 3, H.6.)

E. FIREWOOD

1. Firewood may be purchased at the campground. Standing trees, living or dead, may not be cut for firewood.
2. No person other than authorized staff may operate a chainsaw within the park.
3. Firewood brought in from outside the park must comply with NYS Department of

Environmental Conservation regulations, (www.dec.ny.gov/animals/28722.html).

F. GUESTS

Visitors who are guests of campers may park their automobiles outside the campground in the parking lot. They will confine themselves to the camping area after the prevailing closing time set for day users and vacate the campground by 11:00 PM.

G. MINIMUM AGE

Persons under 18 years of age must be accompanied by a parent or legal guardian.

H. OCCUPANCY

1. Campers must have their equipment present at the time of registration, occupy the site immediately and remain overnight.
2. Campers must notify the Park Manager or designee if they plan to leave the campground for over twenty-four (24) hours.
3. For purposes of this section, a "day" begins and ends at 11:00 AM. Unless a camper sleeps overnight on the site at least once in forty-eight (48) hours, the Department may impound the equipment and remove it from the site. The site is then considered vacated and may be assigned to another camper.
4. No camping equipment shall be placed on any campsite while the site is occupied by another camper, or before the site has been reserved and paid for.
5. Substitution occupancy is permitted only after the site has been re-registered under the new occupant's name. Subletting is prohibited.
6. Occupancy of a campsite is limited to six (6) persons or one (1) family group consisting of parents and children (mother, father, and minor children and one single relative). Large families (more than 6) may be assigned two sites, and will be charged accordingly.
7. During peak season, a camping party and their equipment may occupy a site for a maximum of 14 continuous days. After which, the camping party and equipment must leave the site and facility for 2 days before registering again for another site. The exception is a prepaid seasonal site.

I. QUIET HOURS

Quiet hours will be observed from 11:00 PM to 7:00 AM. All noises, both human and equipment, will cease. Violators may be asked to vacate the park.

J. RELOCATION

One move, to an unreserved site, is permitted. Those wishing to transfer to another site must inform Broome County Parks management to transfer their reservation to the new site.

K. RESERVATIONS

1. Reservations will be accepted on a 13-month basis via ReserveAmerica.com. Transaction fee will be charged.
2. Reservations may also be made at the Broome County Department of Parks and Recreation main office by calling (607)778-2193 (M-F). Transaction fee will be charged. **Full payment (campsite fee and transaction fee) will be due immediately at the time of reservation.**
3. Reservations will be accepted at the park only after the current reservations list has been transmitted to the park.

If access to the Reserve America online system is not available at the Park, walk-ins will be permitted a 1-night maximum reservation, which will be made upon arrival at the park. Sites for walk-ins are limited.

Any additional nights must be reserved online by:

- Greenwood Park management
 - The camper if possible (with their phone, for example, or by a friend or family member with internet access elsewhere.)
 - Broome County Parks office, M-F (607-778-2193)
4. Broome County Department of Parks and Recreation reserves the right to assign a party to a site.

L. SEASON

Camping areas will be open mid-May through Columbus Day weekend depending on local weather and existing area conditions.

Camping Season:

Mid-May: Weekends only (Fri/Sat night)

Memorial Day Weekend- Labor Day: Daily

Labor Day-Columbus Day: Weekends only

M. TRENCHING

Trenching around camping units is prohibited.

N. USE OF FACILITIES AND SERVICES

The use of camping sites, toilets, shower buildings, electricity, tables and fire rings, dump stations, etc., are designated for the use of registered campers. These services are restricted to the use of the campers and their guests.

O. ELECTRIC HOOKS UPS

There are electric hook ups at each campsite. There are both 20 & 30 AMP available.

YOUTH GROUP CAMPING GUIDELINES

- A. Group camping, by **organized youth groups only***, (i.e., church youth groups, schools, YMCA, YWCA, Boy Scouts, Girl Scouts) will be permitted free of charge at Dorchester, Greenwood and Nathaniel Cole Parks. Upon request, groups must provide a letter of authorization from the sponsoring organization on organization letterhead.

**Exceptions may be made for special needs adult groups.*

- B. Youth groups will secure a permit to camp from the Broome County Parks main office (607-778-2193) at least one week prior to using the area.
- C. One camping vehicle plus one transportation vehicle may be left in the group camping site for an emergency vehicle; all others will be parked in the parking lot. A list of license numbers will be given to the Security Officer in charge.
- D. There will be at least one leader to every eight campers under 21 years of age. In no case will there be fewer than two adult leaders, regardless of the number of campers.
- E. Any group camping over sixty (60) hours (3 nights) must request a variance from the state sanitary code from the Commissioner of Health. The permit for such a group will be deemed complete when the variance is received by the Department of Parks and Recreation along with the signed permit.

E. **Size of Groups**

Maximum number of campers plus leaders in the following combinations*:

1. GREENWOOD PARK (If both sites are reserved)
 - 1) 120 male or
 - 2) 60 female or
 - 3) 60 male, 30 female
 - 4) Available Mid May-Columbus Day Weekend

2. DORCHESTER PARK
 - 1) 60 male or
 - 2) 30 female or
 - 3) 30 male, 15 female
 - 4) Available All Year Round

3. NATHANIEL COLE PARK
 - 1) 60 male or
 - 2) 30 female or
 - 3) 30 male, 15 female
 - 4) Available Memorial Day- Labor Day

*Quotas are established by the Broome County Department of Health guidelines.

- F. No pit toilets will be dug, and no trenching is permitted. Port-a-Johns will be available
- G. Groups will leave the area neat and orderly, and in the same condition in which it was found upon their arrival.
- H. Picnic tables, a fire ring, and vault toilets are provided for Youth Campers' use.
- I. Electricity, firewood, and running water are not provided. Firewood may be purchased at Greenwood Park.

Any firewood brought in from outside of the park must comply with current NYS Dept of Environmental Conservation regulations, to prevent the spread of disease and harmful invasive insects.

J. Minimum Age

- 1. Group Camping permits will be issued only to persons 21 years of age or older.
- 2. The person supervising this group is responsible for maintaining an emergency contact/emergency care release form for each camper under twenty-one (21) years of age.
- 3. Any group of boys or girls having a member less than eighteen (18) years of age will be required to be accompanied and supervised by a responsible adult of the same sex who is twenty-one (21) years of age or older.

K. The person signing this permit on behalf of the above group assumes personal liability for breakage, destruction or removal of park property by any member of the group.

L. Group camping Availability:

- Dorchester Park: All Year
- Greenwood Park: Mid May- Columbus Day Weekend
- Nathaniel Cole Park: Memorial Day-Labor Day

PICNIC SHELTERS

Picnic shelters are available at several Broome County Parks facilities. Shelters include picnic tables, access to electricity (1 standard outlet), water, and a grill. Restroom facilities are nearby.

Dorchester Park:	3 shelters (100 each)
Greenwood Park:	4 shelters (100-120 each)
Grippen Park:	1 shelter (100)
Nathaniel Cole Park:	4 shelters (100-120 each)
Roundtop Picnic Area:	2 shelters (80 each)
Otsiningo Park:	2 shelters (100-120 each)
Hawkins Pond Nature Area:	1 shelter (40-50)

A. RESERVATIONS

Reservations will be made, on a 13-month rolling basis, online at www.ReserveAmerica.com.

1. The full amount of the reservation fee is due immediately upon making a reservation. An additional transaction fee will apply.
2. Groups that use a purchase order must pay within two weeks after a reservation is made. The reservation is finalized upon receipt of the fee. Groups paying via purchase order must call Broome County Parks (607-778-2193) to make a reservation and arrange payment.
2. Unreserved shelters are available on a first come, first served basis, free of charge.

B. All shelter rentals cover the period of prevailing daily park opening to daily park closing.

C. The park assumes no responsibility for storing food, beverages and supplies delivered to the park for visitors.

D. The person making the reservation assumes personal liability for breakage, destruction, or removal of park property by any member of the group.

E. A shelter reservation in no way guarantees special privileges in the use of parking, tables, grills or other facilities.

F. The use of portable or permanent public address systems or any sound amplifying equipment is prohibited unless specifically permitted by the Director of Parks and Recreation in extenuating circumstances.

B. PARKING

Vehicles must be parked in designated parking areas, and may not remain at the shelter.

ATHLETIC FIELD USE GUIDELINES

A. RESERVATIONS

Athletic fields and volleyball courts may be reserved for use in mid-April*– October of the current year, beginning in January. Reservations provide exclusive use for the period of prevailing daily park opening until closing. Fees apply.

***Field conditions and staffing may prevent use until later in the month.**

Unreserved fields and courts are available at no cost, on a first-come, first-served basis.

Parking will be permitted in designated parking areas only.

Tournaments and Field Use Events should be sent to the person in charge of Special Events.

B. FIELD ALTERATIONS

NO alterations will be made to any part of the athletic fields (i.e. adding sand, sawdust, etc. to wet areas or removing dirt) other than squeegeeing or raking water from softball base paths.

Any changes made by persons other than Broome County Parks Department employees will be corrected by the Parks Department, and a bill for material and labor will be sent to the persons signing the group registration permit. Failure to comply will jeopardize future use of the athletic fields by the group.

C. CANCELLATION

Park management will notify contact person of all field closings.

Team managers are responsible to ensure that players stay off the fields when such conditions exist that may endanger players or cause damage to the field.

The Commissioner reserves the right to cancel the privilege of using the field.

There will be no refund of field reservation fees for weather or other reasons. Groups who cancel a reservation will receive a refund only if the field is rented to another group for the same date.

Additional trash receptacles will be placed in accessible areas, if needed.

D. CONCESSIONS

1. Any concessions are for event participants only. No solicitations to the general public.
2. Any concession (beer*, food, etc.) used in conjunction with any event must have Broome County Health Department approval.
3. Concession locations will be determined with the Department of Parks and Recreation at the time a permit is issued.
4. *The consumption of beer or other alcoholic beverage is prohibited at **Otsiningo Park** without prior written approval from the Recreation/Education Committee of the Broome County Legislature.

I. TOILETS

Extra toilets will be placed in the park depending on the estimated number of people to attend the event. The number and placement of toilets is totally dependent on information given on the group registration permit and at the expense of the registrant.

J. HOURS

Daily - 8:00 AM to Dark

K. SAFETY AND SECURITY

Any additional security coverage required will be at the registrant's expense. Registrant must contact Broome County Security at 607-778-2107 to go over requirements.

L. INSURANCE

All organized groups reserving fields shall submit standard insurance naming “Broome County Government” as additional insured, according to the Broome County Department of Risk and Insurance. Broome County Risk and Insurance may be contacted at 607-778-2402 for more information.

SPECIAL EVENTS

All large group gatherings (25+ people) at a Broome County Park require a Group Permit; those wishing to host events will be required to apply for a Special Event Permit. Only one walk/ run Special Event Permit is allowed per day at each park location. Call 607-778-2193 for additional information.

Special Events

1. Permit applications must be submitted at least 30 days prior to the event.
2. Submission of an event application permit does not guarantee approval of the event, the proposed location, or any other details contained herein.
3. The Broome County Parks Department reserves the rights to prioritize requests from recurring special events including dates and location.

The following use guidelines will be in effect for anyone having permission to organize events:

A. PARKING

1. Parking will be permitted in designated areas only until all spaces are filled.
2. Overflow Parking: When all parking spaces are filled, park management may allow for overflow parking along park roads and/or on the grass. **There will be no parking on the grass unless specifically directed by park management.**

B. RESPONSIBILITY

The park shall be left in the same condition it was found. The cost of restoring the park to its original condition will be billed to the person signing the group registration permit.

C. INSURANCE REQUIREMENTS

Group agrees to secure and maintain in full force and effect at its own cost and expense the following insurance coverage:

- Comprehensive General Liability insurance with a blanket contractual liability endorsement and a combined single limit of not less than \$1,000,000.
- Also agrees to name “Broome County Government” as additional insured.
- Any other coverages requested by Risk and Insurance Department.

Questions regarding insurance requirements should be directed to Broome County Risk and Insurance Department at 607-778-2402.

D. RENTALS

Fields, Pavilions, and Stages can be reserved for Special Events. Contact Broome County

Parks & Recreation Department for availability and more information at 607-778-2193.

E. TRASH

The cost for additional trash receptacles will be at the registrant's expense.

F. CONCESSIONS

1. Any concession (beer*, food, etc.) used in conjunction with any event must have Broome County Health Department approval. Concessions will be for event participants only, with no solicitations to the general public.
2. Concession locations will be determined with the Department of Parks and Recreation at the time permit is issued.
3. *The consumption of beer or alcoholic beverages is prohibited **at Otsiningo Park** without prior written approval from the Recreation/Education Committee of the Broome County Legislature.

G. BATHROOM FACILITIES

1. Extra facilities will be placed in the park depending on the estimated number of people to attend the event. The number and placement of toilets is totally dependent on information given on the group registration permit and at the expense of the registrant.
2. The cost of extra portable toilets will be at the registrant's expense.

H. SAFETY AND SECURITY

Any additional security coverage required will be at the registrant's expense. Registrants may contact Broome County Security with event details to determine Security requirements. (607-778-2107)

I. HOURS

Daily - 8:00 AM to Dark

J. EMERGENCY SERVICES

Registrants must contact Broome County Emergency Services to notify them of the event. 607-778-2170.

HOT AIR BALLOON GUIDELINES

- A. All persons operating balloons in a Broome County Park must minimally adhere to the regulations set forth by the Balloon Federation of America.
- B. Insurance
 - a. Each year the Broome County Dept of Risk and Insurance will set the insurance requirements for the permit holder.
 - b. Broome County must be named as an additional insured.
- C. The maximum number of people per basket will be listed on the insurance certificate and permit. This will be determined by the balloon manufacturer and insurance carrier.
- D. Tie downs are required during inflation.
- E. There will be a minimum of two ground crew persons per balloon.
- F. Each permit will include a map of each area in the Park system where balloons may launch.
- G. For purposes of safety, park facilities other than **Otsiningo Park** must be notified of all launches.
- H. Solicitation for rides and the exchange of money must occur off park property.
- I. The permit must be kept with the balloonist at all times.

SWIMMING BEACHES

A. Local Law No. 4, 1980, as amended

Section Q. Swimming, swimming areas and beaches

- (1) Swimming/wading is prohibited except at areas designated for that purpose and only when lifeguards are on duty.
- (2) No glass bottles, metal cans or other hazardous objects are permitted on sand beaches or swimming areas.

B. Administrative Guidelines - Swimming Beaches

1. For purposes of administration, the beaches at the various parks will be defined as follows:
 - a. Greenwood Park: All that area between the drainage swale immediately east of the waterfront and the water.
 - b. Dorchester Park: All that area south of the creek and on lakeside of the road that meets the reservoir at the north end of the waterfront.
 - c. Nathaniel Cole Park: All that area south of the walkway (east/west).
2. Grills, or fires of any type, are not permitted on the beaches.
3. Swimmer objects, such as inner tubes, surfboards and any similar flotation devices are not permitted in the water. Fins are not permitted. Goggles, face masks, and nose and ear plugs are permitted.

Eye glasses are permitted in the swimming areas only if they are securely fastened by means of a safety strap that goes around the back of the head.

Adults supervising children in the non-swimmer area may wear glasses.

4. Only persons dressed for bathing are permitted in the swimming area. Bathing attire must be specifically designed for swimming; any shirts worn must be made of a close-fitting, lightweight and fast-drying synthetic fabric.
5. Street clothes or swimsuit cover-ups may be worn in the **non-swimmer** areas only.
6. No dogs allowed in the bathing beach area; there is no swimming area for dogs or other pets.

C. PFD Use

The use of United States Coast Guard approved Personal Flotation Devices (PFDs), Type I, II, III, or V, will be permitted in the NON-SWIMMERS SECTIONS if used in accordance with manufacturer's specifications, whether or not built-in to a swimsuit.

PFDs must be in good condition, properly attached and fastened, and of a size appropriate to the wearer.

PFD use IS NOT a substitute for adult supervision for children. **Children under age 10 must be under the direct control and supervision of a responsible person aged 16 or older, regardless of PFD use.**

ALL PERSONS using PFDs must be accompanied in the water by an adult who is NOT wearing a PFD. Water depth is not to exceed chest-deep on the attending adult.

We do not perform safety checks on PFDs. Failure to adhere to the conditions for use of PFDs may result in the removal of the offending parties.

- D. **Children under age ten must be under the direct control and supervision of someone 16 years of age or older at all times.**
- E. Persons shall not operate a boat closer than one-hundred feet to the swimming area.
- F. No fishing in the swimming area, or within any distance deemed by park management as potentially hazardous to swimmers.
- G. Commissioner Directive – Diaper Guidelines for Bathing Beaches: Only diapers specifically designed for swimming will be permitted.
- H. Sitting on docks or hanging on safety lines is not allowed.
- I. Boisterous or rough play shall not be permitted in swimming areas, on the sand, beach or in dressing rooms or showers.
- J. Unauthorized persons shall be restricted from entering the lifeguard room or first aid station, or from touching any piece of lifesaving equipment.
- L. State Sanitary Code Part 6.31- Public Health Law 225: No person having skin lesions; sore or inflamed eyes, mouth, or ear discharges; or who is known to be a carrier of the microorganisms of any communicable disease, shall use any swimming pool or bathing beach.

M. THUNDER/LIGHTNING:

In the event that thunder is heard or lightning is seen:

1. The water shall be cleared of all swimmers and boats.
2. The beach will be closed until one-half hour after the last lightning is seen or thunder is heard. The 30-minute waiting period begins again each time thunder is heard or lightning is seen.

K. Hours of beach operation:

1. The beach shall generally be open daily, Memorial Day Weekend through Labor Day, 11:00 AM – 7:30 PM.
2. The beach may be closed depending on local conditions, including but not limited to weather conditions, sufficient availability of staff, and time of sunset.
3. The Department reserves the right to set different hours with approval of the County Executive and the Commissioner or his/her designee.

L. Algae Bloom

1. Beaches will be closed if algae is present in tested water sample.
2. Swimming will not be prohibited until beach is reopened. Signs will be posted on the beach if it is closed due to algae bloom.
3. Boathouse will remain open.
4. Pets should not be in or near water when algae is present.

BOATING

Local Law. 4, 1980, (as amended 5-9-89 by L.L. No. 6-1989)

Section R. - Watercraft

- 1) No boats (canoes, rafts, kayaks, sailboats or watercraft of any type) other than those owned by the Department will be permitted on any lake, pond, stream or waters within the boundaries of Greenwood, Hawkins Pond, Finch Hollow, Otsiningo, or Nathaniel Cole Parks, Aqua Terra Wilderness Area, or watersheds, except by permission from the Director.
- 2) No person(s) shall operate a boat closer than one hundred (100) feet to a swimming area.
- 3) No person shall operate a watercraft on the Whitney Point Reservoir in violation of rules and regulations of the New York State Department of Environmental Conservation.
 - A. All persons operating boats on the Whitney Point Reservoir will abide by the rules and regulations of the New York State Department of Environmental Conservation and the Broome County Department of Parks and Recreation.
 - B. Operation of motors more than 25 HP is prohibited on the Whitney Point Reservoir (10mph maximum speed). Public boats are not permitted to operate within the creek channel.
 - C. Cars towing trailers with boats will park in the boat parking lots at Dorchester Park.
 - D. Nathaniel Cole Park: No boats are permitted to enter the west cove.
 - E. **CAPACITIES/AGES**

No one under twelve (12) years of age may rent a boat, and there must be at least one person who is at least twelve (12) years of age in a boat whenever it is in use.

 1. Rowboats
 - a. Maximum capacity - four
 - b. Minimum age - three years when accompanied by responsible person 16 years or older.
 2. Sailboats
 - a. Maximum capacity - two
 - b. Minimum age - six years
 3. Canoes
 - a. Maximum capacity - two
 - b. Minimum age - six years

4. Paddle Boats
 - a. Maximum capacity 4/four-seater
 - b. Minimum age - three years when accompanied by a responsible person 16 years of age or older.

5. Kayaks
 - a. Maximum capacity – 1-person kayak – one
2-person kayak – two
 - b. Minimum age - 1-person kayak: 12 years of age
2-person kayak: No one under age 6.
*Ages 6-11 with ages 16 & up
*Age 12 with ages 12 & up

- E. There will be one U.S.C.G.-approved wearable personal **flotation device for each occupant, which must be worn at all times while the boat is in use.**

- F. The Department reserves the right to refuse rental when in the opinion of the Commissioner there are adverse weather conditions or the renter demonstrates incompetence in boating ability or constitutes a hazard to himself or others.

- G. Boats are available on a first-come, first-served basis.

- H. Rentals exceeding one hour will be charged to the next full hour. (A 15-minute grace period is allowed, which will not result in any extra charge.)

- I. Boat concession shall be open Memorial Day weekend to Labor Day, weather-permitting.

Hours of operation are from approximately 11:00AM to 7:30PM daily*. No rentals to begin past 7:00pm; all boats must be returned by 6:30pm.

*Hours of operation will coincide with the day's beach hours.

- J. All rentals stop one-half hour before closing and all equipment must be returned to the concession by closing. Renters taking a boat for less than a full hour will be charged the full-hour fee.

- K. All boaters must remain seated. Swimming from boats is not permitted.

- L. Boats must be returned to the boat rental concession when finished. At no time may a boat be left along the shore, unless signed out for the day rate.

- M. Any person misusing rental boats or equipment will be ejected, their deposit withheld and their boating privileges will be withdrawn.

- N. Dogs and other pets are not permitted on boats including service and emotional support dogs.

BROOME COUNTY WATERSHEDS

- A. Hiking, picnicking, and fishing will be permitted on areas that have public access.
- B. Water and ice activities including but not limited to: swimming, boating, ice skating and ice fishing shall be prohibited at all times.
- C. There will be no trespassing from sunset to 6:00 AM.
- D. On those sites leased to municipalities, activity will be permitted as established through local policy and guidelines.

WATERSHEDS WITH PUBLIC ACCESS

DEPOSIT

SITE 13 Palmers Pond - Pine Street, Deposit

BRANDYWINE CREEK

SITE 21 (1) Located 1/2 mile east on Old State Road to Wittman Lane.

FINCH HOLLOW CREEK

SITE 24* (1) Finch Hollow located just west of the Johnson City High School.
26 (1A) Finch Hollow located just east of Oakdale Rd. behind the Nature Center.

LITTLE CHOCONUT CREEK

SITE 23 (2) 1/2 mile south of Lewis Rd.
25 (2A) Located just west of the intersection of East Maine Rd. and Kot Rd.
27* (2E) Located on the east side of Dimmock Hill Rd., 1/4 mile north of Atchison Rd.
28 (2C) Located on east side of Upper New Stella Ireland Rd., 1 mile north of the intersection of Airport Rd.
29 (2B) Located on the west side of Airport Rd., 1 mile north of Upper New Stella Ireland Rd.

BRIXIUS CREEK

SITE 32 (2) Brixius Creek located on Taft Ave. just north of Columbia Dr.

PATTERSON CREEK

SITE 33* (1) On Patterson Creek just north of Struble Rd.

NANTICOKE CREEK

SITE 34 (13) Located at the intersection of Bradley Creek Rd and Death Valley Rd.
41* (7A) Located at Bailey Hollow Rd.

*Stocked by NY State Dep't of Environmental Conservation

GUIDELINES FOR THE USE OF METAL DETECTORS

Persons wishing to use metal detectors in the parks shall be provided with a copy of these guidelines and must sign a statement of compliance to same. Call 607-778-2193.

- A. Use of metal detectors must be approved by the Park Manager where such use will occur. This approval is subject to revocation at any time.
- B. Persons using metal detectors must contact the Park Manager or Security on duty prior to each instance of use in the park.
- C. Use of metal detectors will normally occur only between Labor Day and Memorial Day, 8:00 AM to 10:00 AM on any approved date. Such use may, however, be allowed at other times with the approval of the Park Manager.
- D. Use of metal detectors must not result in any damage or disruption to the park, or interfere in any way with park patrons, park programs, or park operations. Persons causing such damage or disruption will be responsible for restitution or court action, as appropriate.
- E. Persons using metal detectors must properly dispose of any metallic waste encountered (such as ring tops, bottle caps, etc.)
- F. Persons using metal detectors must turn in at the park any valuables found. If the finder wishes to claim any object found, he shall so indicate when turning in such item. A record will be kept of his name, address, and phone number. Any unclaimed property will be turned over to the finder at the time prescribed by law (Source: Personal Property Law, Article 7-B, "Lost and Found Property," Sections 251 and 258).

The law provides the following general time periods such property shall be retained prior to return to the finder (if unclaimed by rightful owner):

<u>Value of Property</u>	<u>Minimum Time Retained</u>
Less than \$100	3 Months
\$100 to \$500	6 Months
\$500 to \$5000	1 Year
\$5000 or more	3 Years

- G. Property not claimed by the original owner (if located) or the finder, after three (3) months notice, shall be disposed of pursuant to law.
- H. Any person finding property, who fails to comply with said statute, may be subject to prosecution.

CROSS-COUNTRY SKI GUIDELINES

The skiing concession is available at Greenwood Park will open when there is at least 6 inches of groom-able snow on the wooded trails.

- A. Snowshoes or skis are required on trails when skiing is open.
- B. Dogs are not permitted on ski trails.
- C. Group Permits should be obtained at least one (1) week in advance to allow for proper scheduling. Call 607-778-2193.

Size of group is limited to 40 people. Only one group per day unless one group will be leaving before another group arrives.

There will be NO alternate dates scheduled (rain dates) at the time a group permit is issued.

Group Rental Fee – per hourly rate

- D. Those renting equipment will pay the per hourly rate. Non-renters pay a trail usefee at the day rate.
- E. Season Pass - available at Greenwood Park office.
- F. Equipment cannot be reserved, and is available on a first-come, first-served basis.
- G. **Rental hours:**
Weekdays - 8:00 AM - 4:00 PM (last rental at 3:00).
Weekends - 9:00 AM - 4:00 PM (last rental at 3:00).

H. **General Information:**

Skis: approx. 150 sets (120 cm - 215 cm)

Boots: Size 1 child - 14 adult male (infant size 12, 13, boots)

Poles: Fiberglass, bamboo, or aluminum

Snowshoes: 18 sets

Toboggans: 2

Shelters: 3 available during the winter; Electricity available. Running water is available at the park office.

Ice Skating: Pending safe ice.

Warming Room: Upstairs from ski concession.

GUIDELINES FOR DEVELOPMENTALLY DISABLED GROUPS

- A. Use of Beach by Developmentally Disabled (DD) Groups
1. Groups of developmentally disabled (DD) patrons will require additional assistance and supervision provided by staff of the outside group.
 2. Disabilities can include a loss, absence or impairment of sensory, mental or motor function.
 3. Patrons with impaired motor function may have difficulty navigating at a beach. Those with hearing, vision or mental function impairments may not be able to hear, read or understand directions provided verbally or in signs.
 4. Emergency response may need to include both auditory and visual signals and care and evacuation of patrons with disabilities may require additional assistance.
 5. Additional supervisory staff, including lifeguards and DD group staff, will be needed to assist groups of DD patrons.
 6. If a group of DD patrons will be using the bathing facility, the Broome County Parks Department must ensure that adequate supervision is provided by the outside group as well as Broome County Parks Department staff.
- B. The Broome County Parks Department shall pre-approve a written swimming facility safety plan, submitted by organizations responsible for groups of DD patrons, containing at least the following items prior to use of the bathing facility:
1. Describe in detail the DD staff responsibilities, DD staff to patron assignments and DD staff to patron ratios (consistent with level of disability).
 2. Describe in detail who will be responsible for providing direct supervision of DD patrons at the waterfront.
 3. Patrons with known seizure disorders or disorders that could impair swimming/wading abilities shall be provided one to one supervision by group staff.
 4. Describe in detail who has documented that swimming assessments have been completed prior to DD patrons entry into water that is greater than chest deep.
 5. Non-swimmers shall be restricted to water depths no greater than chest deep with a detailed process for implementing this restriction which may include positioning of DD group staff in the water.
 6. Personal floatation devices (PFDs) must be properly sized and fitted to be effective; however, they are not a substitute for close supervision.

MISCELLANEOUS

A. FEES

Fees for programs and facilities shall be charged in accordance with current applicable Local Law as established by the Broome County Legislature.

B. SOUND AMPLIFICATION

The use of portable or permanent electricity for supporting public address systems or any sound amplifying equipment is prohibited, except by the express written permission of the Director of Parks and Recreation.

C. DOGS AND OTHER ANIMALS

Dogs, cats and other domesticated pets are permitted, except on beaches and in buildings, only if they are controlled at all times by a leash not more than eight feet long. No animals may be left unattended in the park without the express written permission of the Parks Director. This paragraph shall not apply to dogs assigned to a law enforcement K9 unit, service animals*, or when specifically authorized by the Commissioner.

Proof of rabies inoculation is required.

***Special regulations apply to Service Animals.(#4,pg 26)**

1. Individuals bringing dogs or other animals in the parks or leisure facility shall be required to pick up and deposit in proper receptacles all solid waste from said animals.
2. Horseback riding, farm animals and petting zoos are not allowed on park property unless deemed appropriate by the Director of Parks and Recreation in extenuating circumstances.
3. Feeding waterfowl is prohibited. Artificial feeding of waterfowl can cause:
 - Poor Nutrition
 - Increased hybridization
 - Overcrowding
 - Water pollution
 - Delayed migration
 - Spread of diseases

4. **SERVICE ANIMALS**

From the U. S. Department of Justice “Frequently Asked Questions About Service Animals” (July 2015):

“Under the ADA, a service animal is defined as a dog that has been individually trained to do work or perform tasks for an individual with a disability. The task(s) performed by the dog must be directly related to the person's disability.”

The ADA does not require covered entities to modify policies, practices, or procedures if it would “fundamentally alter” the nature of the goods, services, programs, or activities provided to the public. Nor does it overrule legitimate safety requirements. If admitting service animals would fundamentally alter the nature of a service or program, service animals may be prohibited. In addition, if a particular service animal is out of control and the handler does not take effective action to control it, or if it is not housebroken, that animal may be excluded.

D. **FOOD SERVICE PERMITS/COMMERCIAL ENTERPRISES**

1. No person shall sell or offer for sale any article, thing, privilege or service at any park without a permit from the Commissioner of Parks and Recreation, and without compliance with New York State statutes.
2. Vendors offering food for sale to the public in any Park must have a permit issued by the Broome County Health Department.

E. **SOPHISTICATED TOYS AND CARNIVAL-TYPE RIDES**

1. Models, such as drones, radio-controlled planes, boats and cars that produce loud noises or are hazardous, are not permitted to be operated within the confines of the park or leisure facility except in areas designated by the Director.
2. Carnival-type rides such as bounce houses, dunking booths, animal rides, etc. are not permitted without the express written consent of the Director.

F. **ELECTRONIC BIKES**

1. Combustion engine powered bikes are prohibited on trails.
2. Use of Class 1 & 2 E-bikes are permitted on trails.
3. Riders must abide by the speed limit signs posted along the trail at all times.
 - a. Riders must ride at a safe speed (15 MPH Speed Limit). Slow down and form a single file in congested conditions, reduced visibility, and other hazards.

4. Trail users must practice proper trail etiquette.
 - a. Be courteous to all trail users and yield to pedestrians.
 - b. Give audible warning when passing pedestrians or other bicyclists. Keep right and pass left
 - c. Riders are responsible for the safe operation of the vehicle under City, Park, County, and State Codes.

F. GOLF

No person shall play or practice the game of golf in any park except for En-Joie Golf Course.

G. SMOKING

All forms of smoking, including vaping, e-cigarettes, and similar devices is prohibited, except within parking areas and overnight campsites.

H. HAMMOCKS

Hammocks may not be hung from trees.

I. HARRASSMENT

1. No person shall strike, shove, kick or otherwise subject another person to physical contact, or attempt to do same, with the intent to harass, annoy, or alarm such other person.
2. No person shall follow a person about the park with the intent to harass, annoy, or alarm such other person.
3. No person shall engage in a course of conduct or repeatedly commit acts which alarm or seriously annoy such other person and which serve no legitimate purpose.
4. No person shall threaten or menace any other person with any instrument or by using any animal to do the same, with the intent to harass, annoy, or alarm such other person.

J. ADVERTISING, SIGNS, AND COMMERCIAL ENTERPRISES

1. No person shall distribute or place any sign, advertisement, circular, notice, statement, banner, emblem or design without written permission from the Commissioner.
2. No person shall beg, hawk, peddle, or solicit within the park or leisure facility.
3. No person shall sell or offer for sale any article, thing, privilege, or service without a permit from the Commissioner. Once permitted, such sale or offer of any article, thing, privilege or service must also be in accordance with New York State statutes.

K. BAPTISM

1. Permitted during the summer season only (Memorial Day-Labor Day).
2. Must be scheduled prior to beach opening before 11:00 a.m.
3. A lifeguard must be on duty. Groups must make arrangements with park.