

2016-2017 UPDATED SNOW REMOVAL PROCEDURES
***PLEASE READ AND KEEP THIS INFORMATION**
READY AS A REFERENCE*

- There will be pre-storm communications between Caramanico, Management and the Master Board. Caramanico will give treatment recommendations based on current weather reports.
- Management will send an email blast to the community notifying residents of the snow/ice services that will be performed during each predicted event.
- Caramanico will pre-salt court roadways before storm arrives to keep areas open for emergency vehicles.
- Caramanico will plow roadway courts upon 1 inch of accumulation and shovel walks at 2 inches of accumulation and continue through storm.
- Caramanico will start full clean up services by court with assigned crew and equipment after winter weather stops.
- Caramanico will contact Management when crew is on site and ready to commence services.
- Management will send an email blast notifying each court when the crew is on site.
- Services will be completed simultaneously by crews with assigned equipment in each of the twelve (12) courts. Courts will be cleared as follows:
 - Harriman / Railway / Roundhouse
 - Durant / Reading
 - Chessie
 - Coach Hill / Cassatt
 - Hartford
 - Astor / Metro
 - Huntington
- **Residents are to keep their vehicles parked in their numbered parking spots so unmarked spots can be cleared and opened during the first round of services.**

First Round of Services:

- Shoveling sidewalks/mailbox areas, curb cut-outs, clearing snow from the unmarked parking spots and plowing snow from the roadways in each court.
- If school is open, bus stops will be cleared during first round of services. If school is closed, bus stops will be cleared during the second round of services.

- Once the crew has left your court, you can move your vehicle to an unmarked spot. Caramanico and the Board understand that the availability of unmarked spots in some courts is limited.
- If you experience any issues during the first round of service, please contact Management at **extonstation@robertwisemanagement.com** or **610-524-6336** so this information can be passed to Caramanico to address when the crew comes back to your court.
- After the First round of services are completed, Caramanico will contact Management to check for any issues related to first round services completed in each court.

Second Round of Services:

- **Residents are required to move their vehicles to open unmarked spaces in their court so their numbered spots can be cleared. Any problems reported to Management during the First round will be addressed during the second wave of services.**
- After two rounds of service have been completed, Caramanico will contact the Board and Management to discuss departure time of the crews.
- Additional Second round services include: clearing of sidewalks along Pullman, fire hydrants and dog stations. These areas will be cleared within 24 hours after snow/ice has stopped
- No hauling of snow will take place during the first two rounds of snow services.
- In the event of a 6 or more inch snow storm, hauling of snow will be determined after a discussion between Caramanico, the Board and Management to identify courts where this service is needed.

Ice/Freezing Rain Event:

- Salting of walks and roadways in courts will be completed in three hour loops.

Please contact the Management office to confirm we have current information for residents that have medical conditions, need help with clearing vehicles or are medical personnel who need parking areas opened. We want to make sure Caramanico has an accurate list before the first snowflake falls.

11/18/16