



HUYCK PRESERVE  
AND BIOLOGICAL RESEARCH STATION

P.O. BOX 189 ▪ 5052 DELAWARE TURNPIKE ▪ RENSSELAERVILLE, NY ▪ 12147  
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# Station Guide

Updated March 2013

The Biological Research Station at the Huyck Preserve was established 1938. Beginning with early inventories and natural history studies, hundreds of scientists and graduate students have conducted research here, attracted by our longstanding record of field research and the diverse habitats that make up the Preserve. One of the primary goals of the Huyck Preserve is to foster education and research programs in the sciences and the Eldridge Research Center and the research station as a whole act as the centerpiece for these programs. The Huyck Preserve and Biological Research Station is also a community and many of you will be spending weeks or even months living and working here with us. We look forward to getting to know you and providing the best support we can.

The purpose of this guide is to inform you about the resources, procedures and rules everyone using the research station needs to be aware of. If you still have questions please ask any of the Huyck Preserve staff. Our website also contains complete and up-to-date information on fees, programs, applications, and resources available to station residents.

Welcome!

The Huyck Preserve Staff

Dawn O'Neal, Ph.D.  
Director of Conservation Education and Research

Adam Caprio  
Building and Grounds Supervisor

Carolyn Barker  
Office Manager

### **Fundamental Code of Behavior**

Everyone visiting or living at the Preserve is expected to abide by an honorable and considerate code of behavior. This means showing respect for others, even if they hold widely divergent opinions from yours. We try to provide an inviting, friendly and nondiscriminatory forum for the free and rich exchange of ideas. Receptivity to your fellow Preserve residents and consideration of them in every way possible helps assure a peaceful, productive and non-threatening environment.

### **Rules of the Huyck Preserve and Biological Research Station**

The Huyck Preserve and Biological Research Station is subject to all laws, rules, regulations, and policies applicable to the Town of Rensselaerville and the State of New York. Underage drinking or use of illegal drugs will absolutely not be tolerated at the Preserve and will likely result in dismissal from the Preserve and contact with your home institution. No firearms or other potentially dangerous devices or material are permitted on the station. Any device or material that is controlled, restricted, or requiring of a special permit must be declared and approved before being brought onto station property. Violators of station, town, or state rules or policies may be dismissed from the Preserve immediately. In order to protect the interests of the community, station staff reserves the right to dismiss any person behaving in an inappropriate manner or whose actions it is judged pose a danger to him/herself or others. Station users are responsible for knowing and employing appropriate laboratory and field environment research procedures and regulations (home institution, Federal, state, and otherwise).

### **Safety/Emergencies**

In case of serious emergency, such as fire or personal injury, dial 911. For lost persons or other lesser emergencies, notify the Main Office (518-797-3440), Director of Conservation Education and Research (518-813-5583) and the Building and Grounds Supervisor (518-813-6472).

All phones are tied into area 911 emergency response. Please inform a member of the staff of any emergency even if you are taking someone to the doctor or hospital yourself. Our “physical address” for 911 purposes is: Huyck Preserve and Biological Research Station, 284 Pond Hill Road, Rensselaerville, NY 12147.

Fire extinguishers are available in the labs and residences. Everyone should make themselves familiar with the location of extinguishers. Do not tamper with smoke detectors. Notify the main office (518-797-3440) if a smoke detector needs new batteries. Smoking is not allowed in any building.

First aid kits are available in the storage room on the first Floor of the Eldridge Research Center. In case of accident, do not move victim; notify the Director of Conservation Education and Research or the Buildings and Ground Supervisor; and wait for qualified person to assist.

## **Research**

Everyone conducting research (including students conducting research projects for classes) must submit a Research Proposal before work begins. The purpose of this proposal is to prevent conflicts among current projects, record all manipulative activity to minimize impacts on future research, and minimize the chance that the proposed research will be impacted by previous work. In other words, it is for your own good, and the good of the Huyck Preserve and Biological Research Station. Details of field procedures must be included and researchers should work with the Director of Conservation Education and Research (DCER) to develop maps of research activity. You must also specify the timetable for your research. Unless otherwise notified, your work will be considered complete at the end of the timetable, and your plots, material, labels, equipment will be deemed abandoned. Please make sure any flagging material you use in the field is identified with your name and date, including the year. Research Proposals should be submitted to the DCER for review. The DCER may choose to submit research proposals to the Huyck Preserve's Scientific Advisory committee for further review.

All researchers are required to completely clean up all research plots, material and equipment at the termination of their project or phase of project. Research litter and abandoned material is a major nuisance for Preserve staff and all users of the Huyck Preserve. Researchers should get permission from the DCER before storing any research materials at the Huyck Preserve. Once permission is received, all stored research materials and space must be clearly labeled with your name and date. This includes all material in refrigerators and freezers. Unlabeled material of any kind will become the property of the Huyck Preserve and redistributed to anyone who asks, or discarded. This includes lumber, other field supplies, equipment, soil, etc.

The Eldridge Research Center houses an education room, private research space, common use facilities, a seminar and conference room, collections, a computer lab, and offices. Common use equipment includes fridges, freezers, microscopes and balances. The station solicits requests for equipment needs when funds are available. Use of field sites on station property must be approved by the DCER.

## **Collecting**

Residents should remember that the Huyck Preserve has a special responsibility to conserve the flora and fauna of the area. Indiscriminate collecting has led to the depletion of the habitats surrounding many field stations. Therefore, please help to preserve the Huyck Preserve biota by refraining from picking or collecting any plant or animal material unless they are part of an approved research program and you have explicit permission from the DCER. Unapproved collection of geological, archeological or historical material or any items from station property is also prohibited. The Huyck Preserve reserves control rights for all objects and materials within its boundaries.

### **Eldridge Research Center Laboratory and Equipment Use**

Almost all the equipment you see at the station is available to you. BUT please consult with the Director of Conservation Education and Research or the Buildings and Grounds Supervisor before using station property. If equipment or space is posted with a “use sheet,” you must fill it in. If the sheet is not filled in, your material may be discarded or the equipment used by someone else.

- Lab Space: If you are conducting research at the station and paying user fees you are entitled to lab space that fits your needs. Please discuss your needs with the DCER before moving into any space or counting on the use of any equipment or facility.
- Laboratory Safety: All laboratory users are required to follow standard safety protocols. If you are unsure about safe lab procedures you must ask for assistance. Cleaning, safety and security in your research space are your responsibility. Food and Drink are not allowed in the laboratory spaces in the Eldridge Research Center.
- Equipment Borrowing: A variety of basic lab and field equipment (measuring tapes, hanging scales, thermometers, tools, etc.) is available for borrowing in the main lab of the Eldridge Research Center. If you have critical needs, please check with us before coming to the station
- Refrigerators: Food storage by station residents is NOT permitted in ANY refrigerator in the Eldridge Research Center. Items stored in refrigerators without clearly visible names and dates will be discarded promptly. Flammables cannot be stored in any refrigerators on the station.
- Chemical Safety and Waste Disposal: Dumping lab or household waste such as formalin, paint, paint thinner or other toxics down the drain can cause the sewage treatment system to fail. They are also not decomposed before they are released into the surface water leading away from the station. Pouring chemical waste down the drain constitutes illegal toxic waste dumping into the surface water. **IF IN DOUBT, DO NOT DUMP IT DOWN THE DRAIN.** All chemical waste must be placed in approved containers with labels. Researchers are responsible for bringing their own disposal containers and handling the disposal of all chemical, sharp, and biohazardous wastes. No radioactive material is permitted at the Huyck Preserve. All containers in all lab spaces must be labeled with contents and owners name (including squeeze bottles). Remember to store acids and bases separately. No food is permitted in laboratory spaces in the Eldridge Research Center.

### **Arrivals and Departures**

It is extremely important that the staff know exactly when you are arriving and leaving. This is to ensure that you are billed properly for your use of the Eldridge Research Center and residential facilities. Please be sure to advise them as far in advance as possible about your plans.

*Check and Check-out in is anytime Monday-Friday 9am-3pm.*

### **Guests**

Overnight visitors to the station are welcome when space is available. If you are expecting guests, advanced notice must be given to the main office at the Visitors Center during business hours (9:00a.m. - 3:00p.m.). Regular station rates apply for guests unless other arrangements are made in advance. Camping is NOT allowed at the Huyck Preserve under any circumstances.

### **Housing**

#### Lincoln Pond Cottage (LPC)

Lincoln Pond Cottage sits next to the Eldridge Research Center and its' back porch boasts stunning views of the wildlife and scenery of Lincoln Pond. Newly renovated in 2012, the two story building includes a fully equipped kitchen, dining and living room, 2 ½ baths, and four bedrooms each equipped with 2-4 twin sized beds/bunk beds. Accommodates up to 14 people.

#### Bullfrog Camp Complex (BFC)

The Bullfrog Camp Complex is nestled behind the Eldridge Research Center, overlooking lovely Lincoln Pond from the West side. The complex includes three housing accommodations Bullfrog Camp, Birdhouse, and Horse Cabin. Bullfrog Camp and Horse Cabin share a kitchen (located in Bullfrog Camp) and a bathhouse with three private showers. Birdhouse is a private cabin. The entire complex can accommodate up to 18 people.

#### *Bullfrog Camp*

Renovated in 1998, the building includes a large fully equipped kitchen, dining and living area. Attached are three rooms that sleep up to four each equipped with two twin sized bunk beds. Accommodates up to 12 people.

#### *Birdhouse*

Birdhouse is the only private cabin at the Huyck Preserve. This single room cottage with loft is equipped with a trundle bed that sleeps two on the lower level and a twin bed in the loft. A simple kitchen and a bathroom with a shower complete the cabin. Accommodates 2-3 people.

#### *Horse Cabin*

Located at the start of Lincoln Pond Trail on the west side of the pond, Horse Cabin is a single rustic room with three twin beds. Horse Cabin shares a kitchen and bathhouse with Bullfrog Camp. Accommodates 3 people.

### **Housing (Continued)**

Your accommodations should be clean and ready for you when you arrive. No bedding, towels or toiletries are provided unless special arrangements are made in advance. Report any problems to Huyck Preserve staff. Residents are responsible for normal cleaning during their stay. Maintenance needs should be reported to the Building and Grounds Supervisor. Cleaning supplies are available in the Eldridge Research Center in the storage room down the hall from the Education Room as are light bulbs, paper towels, garbage bags, and toilet paper. Please help yourself.

Please do not move furniture, appliances, rugs, mattresses, garbage cans, or any other items between residences, the Research Center, or out of common use areas without permission from the Huyck Preserve Staff.

#### Important Notes on Plumbing

Plumbing at the station is very fragile. It is not the regular municipal-style system we are all used to. In fact, we operate our own sewage treatment.

It is absolutely imperative that nothing but human waste and tissue be flushed down the toilet. Similarly, no strong solvents, concentrated cleaning agents, or other household or laboratory chemicals should be poured down any drain. This goes for all cabins and laboratories. This cannot be stressed strongly enough. Chemical contamination could potentially destroy the sewage treatment system and potentially pollute our surface water.

### **Housekeeping**

Station residents are responsible for the cleaning of the residential buildings of the Huyck Preserve while in residence of these buildings. These buildings include Bullfrog Camp, Bird House, the Bathhouse, Horse Cabin, and Lincoln Pond Cottage. Cleaning supplies are available in the storage room on the first floor of the Eldridge Research Center down the hall from the Education Room.

Cleaning of the common areas of residential buildings occurs on Tuesday of every week. Residents share the responsibility of cleaning the kitchen, dining area, living room, bathrooms, and porches. Upon arrival at the station, and every Monday thereafter, residents are required to sign-up on posted sheets to take responsibility for cleaning a common area. Required cleaning duties are listed below and framed colored posters will be posted in each common area to remind residents of what cleaning duties to perform. Residents are cautioned against leaving un-labeled food and non-food items in common areas as they may be disposed of by other residents or Preserve staff at will.

Residents are encouraged to clean their bedrooms on a weekly basis as well, but in general it will be up to the occupants of each bedroom to determine a cleaning schedule amongst themselves. However, Preserve staff reserves the right to request residents to clean their bedroom or institute a cleaning schedule of bedrooms in the event a new party is added to the room, a resident of a

### **Housekeeping (Continued)**

bedroom complains of the condition of their bedroom, or Preserve staff deems a bedroom a health hazard and unsafe for occupancy.

Upon check-out from station residencies, residents are required to clean their bedrooms (remove linens and all garbage) and remove ALL of their food items from the fridge. Under no circumstances should residents leave behind any items (food or non-food). Residents who fail to clean personal spaces and food items from the kitchen on departure incur the risk of not being able to use Huyck Preserve residential facilities in the future.

### **Common Area Housekeeping Duties**

- Bathroom Responsibilities (One person assigned to each bathroom or stall depending on the building)
  1. Using a sponge and cleaning fluid, wipe down and rinse the shower
  2. Using a sponge and cleaning fluid, wiped down and rinse the sink and mirror
  3. Wipe down the toilet lid and seat using cleaning fluid and hot water; using the toilet brush scrub the inside of the toilet
  4. Sweep AND mop the floor
- Kitchen Responsibilities (Two people assigned to each kitchen/eating area)
  - Resident 1
    1. Wash and dry BY HAND any dishes left on the kitchen table, in the sink, or on the counters and put them away in the cabinets
    2. Empty the dishwasher (there should be NO dishes, clean or dirty in the dishwasher)
    3. Wipe down the counters with hot water and soap
    4. Wipe down the sink and empty the drain
  - Resident 2
    1. Clean EVERYTHING off the kitchen table and wipe down with hot soap and water
    2. Remove all unlabeled food or food with out lids from the refrigerator, and THROW IT AWAY (DO NOT throw away reusable containers, instead wash, dry, and put them away)
    3. If you notice a container or food growing mold, go find the person who it belongs to, flog them, and then dispose of the item
    4. Empty the garbage can and recycling into the large trash bins on the porch
    5. Sweep AND mop the floor with hot water and soap

### **Common Area Housekeeping Duties (Continued)**

- Living Room Responsibilities (One person assigned to each living room area)
  1. Clean off couches, coffee table, and desk of all items (this includes clothing and papers; except for the housing list) and throw them away
  2. Return any dishware to the kitchen and wash, dry and put away
  3. Sweep AND mop the floor

### **Garbage**

Line all trash cans with plastic liners available in the storage room. Garbage is collected every Wednesday from the large garbage bins located on the porch of the Eldridge Research Center, Lincoln Pond Cottage, and by the Bullfrog Camp main entrance. All trash must be placed in these cans for removal. Aluminum, glass, plastic (1 & 2), newspaper, and cardboard are able to be recycled at the Preserve. Paper and cardboard are to be recycled separately from aluminum, glass, and plastic (1 & 2) and placed in the marked recyclable cans located next to garbage cans.

### **Quiet Hours**

Quiet hours are 10:00 p.m. to 7:00 a.m. Please remember that station residents keep widely varying hours and that noise travels easily. All residents must respect requests from other residents for reduced noise irrespective of the hour.

### **Laundry**

The public laundry room is located in the basement of the Eldridge Research Center. One washer and dryers are available for station use. Residents must provide their own laundry soap.

### **Vehicles / Parking**

Parking is available in the lots across from the Eldridge Research Center, Lincoln Pond Cottage, and next to the Bathhouse in Bullfrog Camp. Residents are encouraged to park in these lots and avoid parking on the roadways and shoulders. We understand that Parking at the Preserve can be limited during Preserve events and parking on the roadway may be necessary, but residents should try to move their vehicles into the available lots every evening or at the close of events. The Huyck Preserve is not responsible for any thefts or damage to resident's vehicles.

### **Billing, Accounts, and Purchases**

All accounts must be paid in full before you leave the Preserve. Checks should be made payable to "Huyck Preserve." The Huyck Preserve does not accept credit cards at this time.

The station cannot provide check-cashing services. ATMs and other banking services are available in Albany.

T-Shirts and sweatshirts are available for purchase in the Visitors Center.

### **Communications at the Huyck Preserve and Biological Research Station**

- Telephone: There are "phone card only" public phones at the Eldridge Research Station. Phone messages can be left at the Main Office (518-797-3440) and the Eldridge Research Station (518-797-5172).
- Cell Phones: There is limited cell phone coverage (Verizon ONLY) at the Preserve and in the town of Rensselaerville. It is HIGHLY recommended that you bring a phone card.
- Internet: There is limited internet service at the Eldridge Research Station provided by Verizon MiFi Hotspots with 10GB limits/month and the capacity to provide internet for 5 people at any single time. Hotspots are to remain in the Eldridge Research Center at ALL TIMES.
  - The following are NEVER to be done while using the internet:
    - Downloading videos, music, or other large files (if you are uncertain about a file size please check with Huyck Preserve Staff)
    - Streaming music, videos, or television (no Hulu, YouTube, or Pandora)
    - Skype
    - Installing software
    - Need more bandwidth? Hike to the Visitor's Center! Or arrange to bring your own Verizon hotspot.
- Fax Service: Station residents can send and receive faxes at the Preserve's Main Office, 518-797-3440.
- U.S. Mail and Shipping Services: U.S. Mail, UPS and FedEx all deliver to the Huyck Preserve.

#### Postal and USPS:

Your Name  
c/o the Huyck Preserve and Biological Research Station  
P.O. Box 189  
Rensselaerville, NY 12147

#### UPS and FedEx:

Your Name  
c/o the Huyck Preserve and Biological Research Station  
5052 Delaware Turnpike  
Rensselaerville, NY 12147

### **Children**

The station is very safe, but not risk-free. Laboratories, scientific equipment and field apparatus can all pose dangers to unsuspecting children. Children should not be permitted to catch or handle any animals without the oversight of a responsible and knowledgeable adult.

### **Climate**

The Preserve's northern location (northwest of the Catskills) makes for pleasant summers with average temperatures in the low to mid 70s. Night time temperatures range from the 40's to 70's. The occasional rainy day should be expected. Come prepared for beautiful hot and breezy summer days, torrential downpours, and cool nights. Reliable rain gear, waterproof boots, and layers will be your best strategy.

### **Recreation**

Recreational activities for Station Residents include hiking, swimming in Lake Myosotis, occasional campfires, and movies. It is standard practice for swimmers under the age of 18 to pass a three-lap endurance test to swim in Lake Myosotis. Canoeing/kayaking on the lake is also allowed however the Preserve does not provide boats.

### **Calendar and Summer Events**

Seminars are presented by in-house researchers or invited speakers on most Thursday nights in the Eldridge Research Center beginning at 7pm. A pot-luck dinner is available for guests and station residents. Residents are encouraged to contribute a dish or donations if they will be joining the speaker for dinner. The schedule for speakers and topics is posted on the bulletin board in the Eldridge Research Center and is subject to revision throughout the summer. If you wish to schedule a seminar or presentation of any kind, contact the Director of Conservation Education and Research as early as possible.

In addition to weekly seminars the Preserve also offers several guided walks and festivals throughout the year. Station residents are encouraged to participate in all events that occur at the Preserve. The calendar of events can be found online and is also posted on the door to the main laboratory. Station residents wishing to do public outreach and lead a walk at the Preserve should contact the Director of Conservation Education and Research to be added to the schedule.

### **A Note on Lyme Disease Prevention (adapted from the Center for Disease Control)**

Ticks and ticks carrying Lyme disease are present at the Huyck Preserve. To reduce the risk of tick (and other insect) bites the Huyck Preserve staff recommends the following guidelines adapted from the Center for Disease Control:

1. Wear light colored long-sleeved shirts and pants, closed toed shoes, and long socks. Light colored clothing allows for the easy identification and removal of ticks and protects skin from bites.
2. Use a repellent with DEET (on skin or clothing) or permethrin (on clothing and gear). Products containing permethrin can be used to treat boots, clothing and camping gear which can remain protective through several washings. Repellents containing 20% or more DEET (N, N-diethyl-m-toluamide) can be applied to the skin, and they can protect up to several hours.
3. Body and clothing checks for ticks after being outdoors. If a tick is attached to your skin for less than 24 hours, your chance of getting Lyme disease is extremely small.

## **Contact Information**

### Huyck Preserve Visitors Center and Main Office

518-797-3440

### Eldridge Research Center

518-797-5172

### Bullfrog Camp

518-797-3185

### Huyck Preserve Staff

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Carolyn Barker

Office Manager

info@huyckpreserve.org

home: 518-797-3535

### Emergencies

Dial 911

Rensselaerville Volunteer Fire Department 518-797-3218

Rensselaerville Volunteer Ambulance Company 518-797-5233

Albany County Sheriff 518-765-2351

State Police Rensselaerville and the Hilltowns 518-477-9333

### In need of medical care?

Coxsackie EmUrgentCare

11835 U.S. 9W

Coxsackie, NY 12192

518-731-9000

Albany Medical Center

43 New Scotland Avenue

Albany, NY 12208

518-262-3125