

## **Facilities Advisory Committee (OFSAC) Minutes – December 17, 2010**

**Members Present:** Larry Baker, Chair, Kevin Barre, Elizabeth Bird, Heidi Gagnon, Alan George, Rick Hixson, Tom Morrison, Richard Smith, Melanie Stocks, Sandy Sward, Kevin Thane

**Members Absent:** Sheila Bonnard, Chris Jenkins,

**Others Present:** Jeff Butler, Dan Stevenson

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1. **Approval of Minutes – 9/23/10**

Smith moved to approve Minutes of the meeting held on September 23, 2010; Sward Seconded the Motion. Minutes were unanimously approved with no additions or corrections.

2. **Street Snow Removal**

Butler discussed the proposed concept of plowing street snow into the center of the streets. Currently snow is being plowed to the curb causing drainage problems when there is melting. The water then ponds and freezes at the intersections, creating dangerous ice at the crosswalks. The Facilities Grounds crew understands the current problem and is open to trying the new procedure even though removing the berms will create additional work. The Committee agreed that the plan was worth trying and if it worked, would likely keep streets, as well as bike lanes, clearer for traffic. Pre-notification to campus may help keep calls to a minimum.

3. **Snow Removal Protocol**

The Snow Removal Protocol has been revamped (previously provided to OFSAC in October, 2009). The Protocol basically captures the snow removal procedures and it is Facilities' desire to make this information more available to the public via the Facilities website. Members had the following suggestions:

- Review of priority order, specifically to bring sidewalk sanding to a higher priority;
- Take better advantage of warmer days when ice is slushy to remove from icy sidewalks;
- Include the Quick Facts at the beginning;
- Include a reminder (on the website) that traction slip-ons are available to faculty and staff.

Members were asked to provide any additional comments to Butler in the following week.

4. **LED Lights**

Stevenson provided information regarding a project to pilot LED lighting technology for campus streets and walkways. There are currently approximately 1,100 lights on campus with multiple heights and illumination levels, presently lighted with high pressure sodium. The benefits to this conventional technology are that it is available and inexpensive. The issue that we are experiencing is a 5 – 10% failure at any one time which can place that area at risk for safety. We have begun looking at new technologies to save energy, increase reliability and still maintain standards on campus without affecting the aesthetic. Two manufacturers who meet the standards to retrofit

existing fixtures have been identified and are currently being tested on the south side of the SUB. The quality of the light is quite high and there is substantial energy savings. Although the lower level lights meet our standards, Stevenson believes that the time is not quite right to retrofit the entire campus since the technology is rapidly improving. Building entrance lighting is also an area that is being looked at for future replacement. Stevenson provided a financial summary analysis for the phases of the project. A portion of the funds is from the major maintenance budget and a portion was allocated by the President from last year's utility savings. Members endorsed the project and discussed methods for providing further information regarding this project to the campus community, including,

- MSU today;
- The Campus Sustainability Committee;
- Through the President's Monday Morning Memo;
- Signs on campus identifying the lights; and
- The Facilities projects wall highlighted in the SUB.

Baker commented that it may be worth devoting an entire meeting in the future to discussion surrounding the energy projects, usage and savings.

#### **5. Building Supervisor Handbook Update**

The Building Supervisor's Handbook is currently being revised to include information from University Police and Safety and Risk Management. The final version will be sent to members for comment.

Members commented that there has not been enough communication regarding Cat Card access being instituted for buildings. Butler advised that we are in the second year of slowly converting the academic campus to Cat Card for after hour access. Auxiliaries has been using Cat Card access (including tracking) for years. Baker requested a future agenda item to include strengths and weaknesses of the program, where we are in the conversion and a projected timeline.

The meeting was adjourned at 2:47 pm.

Respectfully submitted,  
Sharon Morrison  
Facilities Services