

**Building & Grounds Committee Meeting**  
**Tuesday, May 26, 2022 - MSC Building**

The meeting was called to order at 4:05 p.m. Buildings and Grounds Committee Chairperson, Kerry Trask. Members present were Committee members Kerry Trask, Matthew Phipps, Matthew Spaulding and Director of Buildings and Grounds, Chris Dupre'.

**Buildings and Grounds Department Structure/organization:**

Chris provided an informational tour of the Multi-Service Center (aka MSC) which provides space for maintenance, warehouse, print shop, IT network Manager, and Student Learning Office support staff, in addition to the production Kitchen in which Chartwells utilizes. There is great benefit and pride in the department maintenance staff whose goal is to keep costs down by doing as many repairs and projects as possible.

**Facility Management Plans:**

The department utilizes prepared facility condition reports that focus on evaluating conditions, repairs, and replacement costs associated with three facility components. These are:

1. Roofs
2. Tuckpointing
3. Hardscapes - blacktop and concrete (parking lots and playgrounds)

These reference documents provide valuable information for determining:

1. Capital improvement budgeting
2. Identification and descriptions of existing conditions
3. Recommendations for repairs and/or replacement
4. Life expectancy using industry criteria

While budgetary resources do not sufficiently cover many of these projects, this information does provide some definition of what conditions we have to defer maintaining until such funds become available. These resources will also provide budgetary information for future district referenda.

When it comes to roofing repairs, two MPSPD maintenance staff spent several hours over the course of last summer being trained by our partners Interstate Roofing Systems Consulting Inc (IRSC). When there is a reported leak from one of our buildings, we are able to investigate and many times patch the leak ourselves. IRSC provided us with these roofing and tuckpointing management plans.

**District Tree Replacement/Succession Plan:**

The district has taken down and will continue to take down some trees that are dead due to Emerald Ash Borer (EAB), storm damage, old age/other diseases. Trees are very beneficial in most cases. However, depending on location, trees can and do unintentionally negatively impact the management of the facilities. Here is a short list of considerations the department weighs when either eliminating or adding trees.

1. Providing shade and adding aesthetics to a location.
2. Creating unlevel areas of blacktop and/or concrete due to root growth
3. Stressing building foundations and other building envelope structures
4. Locations impacting utilities - both underground and overhead

5. Safety principles of Crime Prevention Through Environmental Design (CPTED) ie. removing trees/shrubs/landscaping that provide access to roofs, limit/obscure visibility around sensitive building areas (entrances and garage areas)
6. Finding a balance between shade and sun to allow for healthy grass to grow

Collaboration/feedback is sought when addressing tree addition/removal with building stakeholders.

A motion to adjourn the meeting was made by Matthew Spaulding, seconded by Matthew Phipps. The meeting adjourned at 5:43 p.m.