

STONEHILL COLLEGE SNOW RESPONSE PLAN

Purpose and Scope:

The primary focus of the Facilities Department's snow removal plan is safety. The goal of the Snow Response Plan is to maximize the utilization of resources and enhance preparedness. We provide snow removal procedures that will facilitate safe travel and accessibility to the Stonehill community. Our goal is to have all walks and roadways passable within a reasonable amount of time after the snowfall has ceased.

Preparations:

The office of Facilities Management utilizes the National Weather Service forecasts, local radio and television forecasts and Internet resources to prepare for snow events.

All essential personnel are made aware of the weather forecast and informed to be prepared in the event any snow materializes. All snow crew personnel are required to be available anytime snowfall accumulation is forecast.

A pre-storm equipment ready check is performed on all vehicles and equipment. Snow throwers are placed in remote storage areas located at the Dining commons, the Sports Complex, the College, Center, and Commonwealth Courts to initiate prompt response to the storm. All primary and any secondary locations for materials and equipment are stocked and materials reordered if needed (shovels, gloves, weather gear, deicer, application spreaders, etc.)

Facilities Management may cordon off selected areas to utilize for snow stockpiling and/or to increase maneuverability for larger equipment.

Two-way radios are charged and checked to ensure readiness.

Backup lodging and meal arrangements are prepared in the event weather prevents employees from leaving campus.

All departments responsible for college owned vehicles ensure their vehicles are located in designated parking areas to comply with any possible weather related parking restrictions.

Contact information for staff, contractors, material suppliers and rental equipment vendors including hour's available and emergency contact numbers are updated and recorded.

Facilities Management recognizes its obligation to ensure clear passage during the snow season to individuals with mobility impairments. Facilities Management collects a list of travel routes from the offices of Residence Life and Academic Services to identify and establish a snow removal plan to ensure designated paths remain reasonably clear.

The Office of Conference and Events Services (CESO) notifies and provides Facilities Management with an updated schedule of events being hosted on campus which may

either require special attention or impact the snow removal operation. A decision to cancel these events may be made if it is determined that to host such an event may either impede snow removal operations or significantly decrease the safety to attendees. If a decision to cancel or modify events (such as building locations), communications will be made by CESCO. If an event is not arranged via CESCO, the individual or group responsible for the event will be responsible to provide communications to the appropriate parties.

To increase the efficient use of manpower, materials equipment and to expedite the snow removal process, the Stonehill College Police Department may declare Snow Parking Restrictions, which prohibit parking in selected areas. The Stonehill Police Department alerts the community to all parking restrictions via email, cable channel 70 and radio station WSHL broadcasts. Towing operations commence after reasonable notifications have been broadcast.

WSHL and cable channel 70 broadcast current information on parking bans and snow removal as it becomes available.

In the event of a significant storm, Facilities Management communicates with the Office of Finance in determining whether or not to cancel classes. Refer to the Stonehill College Snow line at (508) 565-1450 for the most up to date cancellation information.

The Snow Response Plan is continually reviewed and modified based on information learned from past snow events.

Operations:

The Stonehill College Snow Response Plan is initiated whenever a chance of snow is forecast. When crews are already on duty they are diverted from their regular assignments to begin snow removal operations. When snow begins after hours, the Stonehill Police Department contacts Facilities Management advising them of the current conditions. Facilities Management will then make the determination on when to call in employees to commence snow removal operations.

The Department of Facilities Management maintains a snow route guide to delineate route assignments and classify priorities. Resources from any area may be deployed from one route to another any time the need arises.

During snow events, emergency snow response activities generally operate continuously until the snow accumulation has ended and all designated surfaces have been cleared and/or treated. Taking into account available equipment, logistics, timing of storm and manpower, Facilities Management assigns priorities to every passageway maintained.

Priority 1 – Main roadways that provide for emergency access. These areas are kept clear at all times by continuous plowing throughout the storm.

Priority 2 – Secondary roadways, parking lots, walkways and known trouble areas. This stage is generally begun after the accumulation has stopped or at the discretion of Facilities Management.

Priority 3 – All remaining roadways, parking lots, walkways, ADA curb cuts, equipment and heating fuel fill locations, fire hydrants, emergency call boxes and walk to roadway transition points (“step-off”s). These areas are cleared after all priority one and two areas have been cleared and treated.

Designated lots and walkways are cleared immediately and streets are cleared curb-to-curb and treated with deicer and/ or anti-skid material. However, when snowstorms present large accumulations of snow during a short period of time, plowing efforts may be concentrated on maintaining a minimum of one lane to keep access open. Once the accumulation rate has decreased, normal operation goes back into effect.

Intersections, hills, curves and any other traffic conflict points will be treated with deicer and/ or anti-skid material with intermittent applications to keep areas in relatively safe driving conditions.

At any time, if an emergency situation arises, any and all resources may be diverted as needed to ensure clear passage for emergency vehicles. The Stonehill Police department has constant communications with the Facilities Department at all times.

The custodial staff clears and treats all stairs, handicap ramps and building entries out to any connecting sidewalks.

Depending on the severity and/ or timing of the storm, additional manpower, from other shifts, departments and/ or private contractors may be required to support and accomplish necessary tasks.

Cleanup operations commence once the accumulation has ceased and all areas have been cleared of snow. The college’s vehicles along with private contractor’s equipment, if needed, are utilized to haul accumulated snow from pre-determined locations.

Additional parking bans may be employed at this time in an effort to clear all lots that were utilized for snow emergency parking.

Note:

The time required to remove snow from passageways depends on the following conditions:

- ❖ Intensity of Storm
- ❖ Duration of storm
- ❖ Temperature
- ❖ Time of day storm occurs
- ❖ Volume of traffic impeding snow removal operations

Because of these variables, the snow removal process may not occur in the same time frame for each storm. Facilities Management will determine when operations will begin. The primary snow removal crew is normally dispatched immediately after the snow begins to accumulate. They begin to plow and apply deicer and/ or anti-skid material to

all priority 1 area's. Limited sanding is done while precipitation is falling for the reason that any application is subsequently scraped away by plows.

Contact Information:

Communication is vital in responding to weather events. All snow response personnel are equipped with radios to ensure constant communication with Facilities Managers, other plow operators, the Facilities Home Base and the Stonehill College switchboard. Individual requests should be communicated through the switchboard who in turn will contact the Facilities Management team and advise them of your request.

STONEHILL SWITCHBOARD		
Operator	24 hours seven days	Office (508) 565-1000