

FACILITIES MEETING MINUTES ⁱ

New Bedford Public Schools
Paul Rodrigues Administration Building
455 County Street, Room 224
New Bedford, MA 02740

Facilities Subcommittee Meeting
January 7, 2021
5:10pm – 6:00pm

Present: Mr. Bruce Oliveira, Mr. Joshua Amaral
Also in attendance: Mr. Andrew O’Leary, Mr. Al Oliveira

The meeting commenced at 5:10 pm.

The minutes from the November 5, 2020 Facilities Subcommittee Meeting were reviewed. Voted unanimously on a motion by Mr. Bruce Oliveira and seconded by Mr. Amaral to approve the minutes.

Mr. Al Oliveira spoke about the ongoing Covid-19 process that Facilities team are continuing. Personal Protective Equipment (PPE) and disinfecting supplies are continually inventoried, ordered and distributed. The Hayden McFadden Ultraviolet (UV) air purifying pilot program is under assessment. Positive results would allow the district to install UV units at the Carney, Pulaski and Gomes Schools. Mr. Al Oliveira explained that quotes would be forthcoming ahead of this assessment. This work is the result of the recommendation of the Bala reports to add additional HVAC peripheral devices.

Mr. Al Oliveira spoke about Custodial and Maintenance Staffing levels by presenting an updated Custodial and Maintenance Manning chart and a Facilities Flow Chart. The Custodial-manning chart lists staff names, position numbers, work hours and shift. Mr. Al Oliveira spoke about the number of new Custodial positions added and potential new positions within the Facilities Department.

Mr. Al Oliveira supplied an updated a Facilities Flow Chart and Custodial/Maintenance Manning level charts. The manning chart lists staff names, position numbers, work hours and shift. Mr. Al Oliveira spoke about the number of new Custodial positions added and potential new positions within the Facilities Department.

Mr. Al Oliveira referenced the small and medium projects supplied charts and supplied an updated version. The charts lists potential items and projects to be initiated/completed prior to June 30, 2021. Mr. Bruce Oliveira questioned why the Trainer’s Room was left off this chart. The Trainer’s Room is substantially completed and Facilities is currently closing the project out with minor punch list and final budget.

Mr. Al Oliveira reviewed the maintenance work order charts and graphs, pointing out that the Facilities Maintenance staff have closed out 13,778 work orders in 2020.

Mr. Andrew O’Leary mentioned that we still do not rent NBPS buildings to outside groups.

Voted unanimously on a motion by Mr. Bruce Oliveira and seconded by Mr. Amaral to adjourn. The meeting adjourned at 6:00 pm.

Al Oliveira

Al Oliveira
Director of Facilities

ⁱ The **Open Meeting Law** requires **public** bodies to create and approve **minutes** in a timely manner. A “timely manner” is considered to be within the next three **public** body **meetings** or 30 days from the date of the **meeting**, whichever is later, unless the **public** body can show good cause for further delay