

FACILITIES MEETING MINUTES ⁱ

New Bedford Public Schools
Paul Rodrigues Administration Building
455 County Street, Room 119
New Bedford, MA 02740

Facilities Subcommittee Meeting
5:00pm – 5:30pm

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

The meeting commenced at 6:10 pm.

The minutes from the July 8, 2021 Facilities Subcommittee Meeting were reviewed. Voted unanimously on a motion by Mr. Amaral and seconded by Mr. Bruce Oliveira to approve the minutes.

Mr. Al Oliveira presented the proposed Facilities staffing flow chart, approved by superintendent Anderson and Assistant Superintendent O’Leary. The updated flow chart addressed the addition of new Supervisors (Maintenance and Grounds) staff, additional Craftsman, Confidential Secretary, HVAC Tech, Floating Custodians, and district Custodians. Mr. Bruce Oliveira and Mr. Amaral were happy to see the plan for additional Facilities staffing. Mr. Bruce Oliveira questioned why the Athletic Director was present in the flow chart? Mr. Al Oliveira explained that the Athletic Director and Facilities Director share oversight of the Walsh and Nobrega Athletic Field Custodians. Mr. Bruce Oliveira offered a recommendation that the shared responsibilities should not occur and only one Director should have oversight of these employees. The Athletic Director should be able make requests for field(s) conditions/stripping, etc., but not oversee grounds conditions. Mr. O’Leary agreed.

Mr. Al Oliveira spoke about various small to medium projects that Facilities were currently working on, such as the PRAB restrooms, tree removal and numerous projects at NBHS, office buildouts at various schools. Mr. Al Oliveira presented the completed Facilities work order "Principals Report" from October 18 - 22, 2021. Mr. Al Oliveira mentioned that the Principals are very happy with receiving this report weekly and that several Principals have sent thank you notes for updating the school.

Mr. Bruce Oliveira mentioned the renaming memorial ceremony for Former Mayor Kalisz was scheduled for August 22, 2022.

Voted unanimously on a motion by Mr. Bruce Oliveira and seconded by Mr. Amaral to adjourn.

The meeting adjourned at 7:30 pm.

Al Oliveira

Al Oliveira
Director of Facilities Operations

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