

FACILITIES MEETING MINUTES ⁱ

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

Facilities Subcommittee Meeting
April 8, 2021
5:30pm – 6:00pm

Present: Mr. Bruce Oliveira, Mr. Joshua Amaral
Also in attendance: Mr. Andrew O’Leary, Mr. Al Oliveira, Chris Cotter (zoom)

The meeting commenced at 5:36 pm.

The minutes from the January 7, 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 a list of items and supplies related COVID-19. Mr. Al Oliveira mentioned that the district would be replacing the scrubber HEPA and charcoal filters, as well as miscellaneous Roof Top Units (RTU) filters and uni-vents during the April vacation break. The scrubber manufacture recommends a 12-month replacement of the filters, but the district will be changing the filters at the 6-month time frame. Mr. Al Oliveira also mentioned that merv filters would be changed during the April vacation break as part of our quarterly filter change plan.

Mr. Al Oliveira reviewed the ongoing small/medium projects list and highlighted specific tasks. The process for procuring public projects was mentioned and a sample specification was presented. Mr. Bruce Oliveira questioned, “how do we determine which projects are initiated”? Mr. Al Oliveira replied, “that if the work sequence is associated with multiple factors, such as season, building accessibility and procurement.

Mr. Al Oliveira provided the Committee with a copy of the School Dude pie charts listing the amount of work orders completed by the Maintenance Staff at each school, from July 1, 2020 to March 30, 2021.

Mr. O’Leary presented the 2020-2021 Facilities Rental Report to the committee.

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

The meeting adjourned at 6:12 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