Olean City School District
Building and Grounds Committee Meeting
410 West Sullivan Street
Tuesday, November 13, 2018
OHS – Board Room
4:30 p.m.

Present:	Mary Hirsch-Schena	Andrew Caya
	Paul Hessney	Ira Katzenstein
	Mark Huselstein	Kathy Elser
	Rick Moore	Vicki Zaleski-Irizarry
Guest:	Carl Calarco	Cso Woodworth
	Aaron Wolfe	

Smart Schools – Cso Woodworth

- Cso noted phase one will be upgrades to the server room and data closets; this work will be done by district staff and BOCES
- The second phase will be the four (4) Pre-K classroom additions; 2 at EV and 2 at WW

Capital Project Update – Carl Calarco

- HS basement tiling work is being done during the school day, 2nd floor tiling is being done on night shift, also working on the 3rd floor
- Clouds – will install over Christmas break; lighting will be replaced
- Flooring and stairwells will not be done over Christmas or break; steps will get new treading
- The committee noted that it would like the new treads to be non-skid (this does not mean to have an adhesive non-skid tape applied); Carl noted that he does not see the texture that will be applied to the steps being a problem
- Mary noted that there are issues with some of the new bathroom doors; Carl noted that doors will be replaced; Mark noted that the cleaners are not pleased with the texture of the bathroom floors as it is very hard to clean – this is the same product that is supposed to go on the basement floor
- OIMS pool area is done
- OIMS parking lot will be redone this summer; a meeting is being held next week with Y&W Architect, Campus, and school personnel to make sure everyone is on the same page
- Ira questioned whether or not rerouting the entrance/exit; moving the City of Olean traffic light has been discussed
- East View capital project is coming along nicely
- HVAC work is done
- Drywall is going up in the main office; electric being installed; windows will go in on December 17th; anticipated move in date is during the Christmas break
- Grills for base cabinets will be installed during the Christmas break
- There has been another delay for the EV classroom cubbies
- The committee discussed the color of the siding on the new EV Main Office addition – several options were discussed (paint the siding, replace the siding – what is the most cost effective?) – options and decision to correct need to be made in one month
- Professional Learning Center – the new windows will be installed as soon as they come in
- Carl noted that all the capital project doors are expected to be delivered December 9th; Paul asked whether or not the doors could be locked from inside; Carl was not sure and noted that he would check and let Mark Huselstein know on Monday, November 19th

Facility Usage - what maintenance costs and fees do outside organizations incur?

- Mary noted that a neighboring school has been very welcoming to the Olean Soccer Club and does not charge the Club anything for use of its facilities and questioned what the District's fee structure is, when and why an outside organization would be charged
- Kathy noted that if an outside organization uses a District facility on a Saturday or Sunday when no staff is on the schedule, the organization has to pay for the staff wages
- Kathy will cost out what it would cost the Olean Soccer Club to use our facilities (ie, if the Soccer Club uses a district facility on Saturday from 7 – 3 – there would be no cost because a Cleaner is scheduled to work during those hours; if the Soccer Club uses a facility on a Sunday when NO staff is scheduled to work, the Soccer Club would have to pay to have a staff member come in – it is all outlined in the Facilities Usage Fees that is adopted on an annual basis

School Safety – ongoing

- Paul Hessney brought back information from the NYSSBA Convention regarding school safety assessment; Ira recommended contact our current carrier, Utica Insurance
- Visitor ID System – the committee would like the district to move forward with this initiative

Meeting adjourned at 5:45 pm

Next Meeting: December 11, 2018 at 4:30 pm