

Olean City School District  
Buildings and Grounds Committee Meeting  
Washington West Elementary School  
Tuesday, October 17, 2023  
4:30 P.M.

Present:           Ira Katzenstein                               Ricky Bee  
                  Jenny Bilotta                                 Mark Huselstein  
                  Genelle Morris                             Vicki Zaleski-Irizarry  
                  Dan Farnham (arrived at 5:00)

Guest:            Matthew Cunningham – Young & Wright Architect  
                  Lauren Stuff

Observer:        Julio Fuentes

Attendees toured the Washington West facility with Lauren Stuff, Principal

Young & Wright Architects – view Building Condition Survey

- Matthew noted the BCS was completed in 2022; BCS must be done every five years
- The BCS will assist the district with developing its long-term plan/future capital projects
- The district will need to review the BCS and determine its top priorities (rated 1 – 5) for future Capital Improvement Projects or Capital Outlay projects
- Future project timeline – preliminary in January 2024; 8-10 month for architects; SEQRA 14-16 weeks; SD review 5 – 6 months; spring 2025 vote; Fall 2026 project bid; Spring/Summer 2027 construction to begin
- District will begin developing Scope Items over the next several months; priority items
- Keep BCS as an on-going items for committee

Current Capital Project Status

- Jenny noted the Construction Take Over Agreement was approved by the board at its October 12<sup>th</sup> meeting; attorneys are finalizing agreement within the next few days
- Numerous subcontractors remained on the job even though they were not being paid by the General Contractor; Ira recommended the subcontractors be thanked
- Once contractors get paid the cafeteria equipment will be released and installed at WW; health department will conduct an inspection; other outstanding construction items will be completed as well

OIMS parking lot

- Jenny noted complaints have been made to the district regarding the traffic congestion at the end of the school day; bottleneaking, parents not parking in parking spots when picking up students, etc.
- Jenny stated a meeting with the City of Olean officials is scheduled for Friday

Ira exited at 5:00

Heat Protocol

- Jenny noted per NYSED minimum building heat cannot go below 65 degrees; there is no maximum temperature requirement
- Hottest months are June and September; if teachers request fans, they will be provided; cannot put single A/C unit in each classroom because the electrical system could not handle the load
- Will explore coolant system for OIMS similar to the high school's

Other - upcoming topics, policies and presentations

Meeting ended at 5:55 pm

Next meeting:    Tuesday, November 7, 2023 at 4:30 pm