

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE HALF HOLLOW HILLS COMMUNITY LIBRARY HELD ON JULY 19, 2021 AT CHESTNUT HILL ELEMENTARY SCHOOL AT 6:30PM.

1. The meeting was called to order by the President, Jacob Goldman, at 6:31 pm. Also, present were Board members Bruce Gordon, Maxine Cohen, and Wayne Griffith. Larry Bloomstein was absent with prior notice.
2. Also present were Helen Crosson, Library Director, Charlene Muhr, Assistant Library Director, Michele Peluso, Business Manager I, Anne Votta, Clerk of the Board of Trustees, Rosemarie Menta, Substitute Clerk of the Board of Trustees and Christopher Sarubbi, Staff Host for Zoom meeting.
3. Also present were Andrew Martingale from Hamburger, Maxson, Yaffe & Martingale, LLP., and Dominic Calgi, and Dorian DeLaurentiis from Calgi Construction, Nina Lesser and Ronan Wilk from Gisolfi Architects, attended as guests.
4. Upon a motion by Mrs.Cohen, seconded by Mr. Griffith, the Board of Trustees entered executive session to discuss personnel matters at 6:32pm.
5. The Board of Trustees reconvened into open session at 6:57pm and convened the Reorganization meeting.
6. Upon a motion by Mr. Gordon, seconded by Mr. Griffith, the minutes of the regular board meeting on June 21, 2021, were approved.
7. Andrew Martingale from Hamburger, Maxson, Yaffe & Martingale, LLP., left the meeting at 7:00pm.
8. Dorian DeLaurentiis from Calgi Construction discussed the July 2021 Executive Summary for the new building.
9. Dominic Calgi and Dorian DeLaurentiis from Calgi Construction, and Nina Lesser and Ronan Wilk, from Gisolfi Associates left the meeting at 7:58pm.
10. Upon a motion by Mr. Gordon, seconded by Mr. Griffith, Abstract No. 1047 in the amount of \$5,748.99 was ratified.
11. Upon a motion by Mr. Gordon, seconded by Mr. Griffith, Abstract No. 1048 in the amount of \$131,002.55 was approved.
12. Upon a motion by Mr. Gordon, seconded by Mr. Griffith, Abstract No. 1049 in the amount of \$23,475.65 was approved.

13. Upon a motion by Mr. Gordon, seconded by Mr. Griffith, Abstract No. 1050 in the amount of \$87,275.52 was approved.
14. Upon a motion by Mr. Gordon, seconded by Mr. Griffith, Abstract No. 1051 in the amount of \$90,565.51 was approved.
15. Upon a motion by Mr. Gordon, seconded by Mr. Griffith, Abstract No. 1052 in the amount of \$895,711.79 was approved.
16. Upon a motion by Mr. Gordon, seconded by Mr. Griffith, Abstract No. 1053 in the amount of \$24,502.40 was approved.
17. Upon a motion by Mrs. Cohen, seconded by Mr. Griffith, the Payroll Warrant No. 1479 dated 6/17/21 in the amount of \$158,574.32 was ratified. (Mr. Gordon abstained).
18. Upon a motion by Mrs. Cohen, seconded by Mr. Griffith, the Payroll Warrant No. 1480 dated 7/1/21 in the amount of \$121,503.38 was ratified. (Mr. Gordon abstained).
19. Michele Peluso, Business Manager discussed financial reports.
20. Upon a motion by Mr. Griffith, seconded by Mr. Gordon, the Board of Trustees approved the transfer of \$2,000,000.00 from Operating Fund to the Capital Fund.
21. Upon a motion by Mrs. Cohen, seconded by Mr. Griffith, the Board of Trustees approved the attendance of up to five Library Trustees, the Director, and one staff member at the New York Library Association Annual Conference in Syracuse, New York on November 3-6, 2021, at an amount not to exceed \$2,000.00 per attendee.
22. Upon a motion by Mr. Griffith, seconded by Mr. Gordon, the Board of Trustees approved the 2nd Amendment to the Construction Management Agreement of Calgi Construction, Inc.
23. Upon a motion by Mrs. Cohen, seconded by Mr. Griffith, the Board of Trustees approved the award for the Melville Branch's elevator service contract to Island Elevator, 2100-2 Artic Avenue, Bohemia, NY 11716, the lowest bidder, beginning July 1, 2021 to June 30, 2023, and to authorize the Director to enter into a contract.
24. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, the Board of Trustees approved the revision of the security guard's pay schedule with the proposed schedule to take effect July 1, 2021. (Mr. Gordon abstained).
25. Upon a motion by Mrs. Cohen, seconded by Mr. Griffith, the Board of Trustees approved the purchase of a copier for Administration and Business Office at a cost not to exceed \$4,500.00.
26. Helen Crosson, Library Director discussed her monthly report with the Board of Trustees.

27. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen the Board of Trustees approved the Personnel Report (Mr. Gordon abstained).
28. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, the Board of Trustees approved the relocation of the FDC to be 3 feet from a window, per the Fire Department, at a cost not to exceed \$2,000.00.
29. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, the Board of Trustees approved the numerous revisions to framing of walls and ceilings, as well as added walls to clear steel beams at a cost not to exceed \$12,867.00.
30. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, the Board of Trustees approved the new sidewalk at the new driveway exit, which is about a foot higher than the existing sidewalk and will be required to be ramped down to meet. The existing section will need to be removed at this overlap at a cost not to exceed \$8,000.00.
31. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, the Board of Trustees approved the removal of existing asphalt buried at the roadway from the library property line to the tree before the corner of Farm View Drive which will be needed to be removed in the order to face form the new curb at a cost not to exceed \$5,000.00.
32. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, the Board of Trustees approved the 2-foot extension behind the curb for the existing fire hydrant near the new entry driveway on the road due to the required radius per the water district at a cost not to exceed \$9,616.93.
33. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, the Board of Trustees approved the installation and maintenance of filters at all returns in order to get the units turned on to circulate air and disperse some of the humidity in the buildings at a cost not to exceed \$6,000.00.
34. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, the Board of Trustees approved the additional cost of the water shut down after school hours as per the School District. The water district could not locate the valves and were located by the plumbing contractor at 6:30pm, at which time heavy rain set in and was stopped. The area was back filled for safety and crew left at 9:00pm, at a cost not to exceed \$8,388.12.
35. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, the Board of Trustees approved the water shutoff by the plumbing contractor on Thursday, July 22, 2021, at a cost not to exceed \$18,904.02.
36. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, the Board of Trustees approved the revisions to the cabinetry in the Maker Space to accommodate the wall ovens and mobile kitchen and a sink cabinet for the Programming Office at a cost not to exceed \$3,954.36.
37. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, the Board of Trustees approved the stainless-steel flashing required to ensure no water infiltration and cracking at the brick relieving angles at a cost not to exceed \$19,390.51.

38. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, the Board of Trustees approved the drain added at the transformer vault to ensure that no water gets above the conduits and floods the switchgear at a cost not to exceed \$3,310.48.
39. Upon a motion by Mr. Griffith, seconded by Mrs. Cohen, the Board of Trustees approved the upgrade of the irrigation controller, per Helen's request, to a WiFi-capable model with a WiFi antenna extension kit and a flow meter at a cost not to exceed \$2,242.76.
40. Upon a motion by Mr. Gordon, seconded by Mrs. Cohen, the Board of Trustees adjourned the meeting at 8:42pm.

Respectfully submitted,

Anne Votta
Substitute Clerk of the Board of Trustees

Wayne Griffith,

Secretary