

HALF HOLLOW HILLS COMMUNITY LIBRARY

AGENDA

Monday, July 19, 2021

6:30 PM Via Zoom

- I. Call to order.
- II. Executive Session if motion approved by majority of Trustees present for discussion of items relevant to executive session.
- III. Reading, amendment, if necessary, and approval of the minutes of the Regular Board meeting on June 21, 2021.
- IV. Correspondence & comments from visitors.
- V. Ratification of Abstract No.1047 -\$5,748.99
Approval of Abstract No. 1048 - \$131,002.55
Approval of Abstract No. 1049 - \$23,475.65
Approval of Abstract No. 1050 - \$87,275.52
Approval of Abstract No. 1051 - \$90,565.51
Approval of Abstract No. 1052 - \$895,711.79
Approval of Abstract No. 1053 - \$24,502.40
Ratification of Payroll Warrant - No.1479 dated 6/17/21 \$158,574.32
Ratification of Payroll Warrant - No.1480 dated 7/1/21 \$121,503.38
- VI. Financial Report
 1. Transfer of Monies to the Capital Fund-
- VII. New Business
 1. New York Library Association Conference- Recommendation to authorize 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, November 3-6, 2021, at an amount not to exceed \$2,000.00 per attendee.
 2. Second Amendment to Calgi Contract- Discussion

3. Elevator Service Contract- Recommendation to award the Elevator Service Contract for the Melville Branch to Island elevator 2100-2 Arctic 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.
4. Outdoor Digital Sign- Discussion

VIII. Old Business

1. Copier- Recommendation to approve the purchase of a copier for Administration and Business Office at a cost not to exceed \$4,500.00.

IX. Director's Report

X. Personnel Report

XI. Building Project

Executive Summary (Calgi Construction)

1. Fire Department Connection (FDC)- Recommendation to relocate the FDC to be 3 feet from a window per the Fire Department at a cost not to exceed \$2,000.00.
2. Carpentry Revisions- Recommendation to approve 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.
3. Sidewalk Ramp-Recommendation to approve 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 existing. Existing section will need to be removed at this overlap at a cost not to exceed \$8,000.00.
4. Sawcut Asphalt at Curb- Recommendation to approve 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.
5. Extend Existing Fire Hydrant- Recommendation to approve the extension of the curb for the existing fire hydrant near the new entry driveway on the road due to the

required radius by 2 feet behind the curb per the water district at a cost not to exceed \$9,616.93.

6. Turn on Units/Fans and Cover Returns- Recommendation to approve 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.
7. Water Taps- First Attempt- Recommendation to approve 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.
8. Rescheduling of Water Taps-Second Attempt -Recommendation to approve the water shutoff by the plumbing contractor on Thursday, July 22, 2021 at a cost not to exceed \$18,904.02.
9. Millwork Revisions -Recommendation to approve the revisions to the cabinetry in the Marker 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.
10. Stainless Steel Flashing at Brick Angles – Recommendation to approve the flashing required to ensure no water infiltration and cracking at the brick relieving angles at a cost not to exceed \$19,390.51.
11. Drain at Transformer Vault – Recommendation to approve 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.
12. Irrigation Controller upgrade- Recommendation to approve 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.

XII. Adjournment