South New Berlin Free Library

Teleconference Meeting

March 19, 2020

Attending Board members:

Marcia Hoag, George Clum, Elaine Clum, Tammy Osborne, Tom Bryden, John Lorence, Ann Mein

Attending staff members:

Robin Avolio, Michelle Abrams

Public attendees:

Diana Jaramillo, Architect, Lynn Macumber

Meeting was called to order at 6:26 pm.

Architect Proposals:

Diane Jaramillo presented proposals for MEP, Site and Structural plans, engineering services. She mentioned the need to have the building assessed for hazardous materials in the section we will be opening for the addition. She informed the Board that the 2020 New York State Building Code requirements will take effect May 12, 2020 and that it would be advisable to attempt to have this information available before that date. She also said that the survey does not contain the contour lines for elevation that would be required. She will contact the surveyor who did our previous survey. Robin will get necessary information to her. Further questions regarding requirements were discussed.

Minutes:

February 12, 2020 minutes were reviewed. Tom Bryden made a motion to approve, seconded by Elaine Clum. Individual votes were taken, all approved, motion carried.

Drawings:

John Lorence suggested contacting Chenango County Code Enforcement to determine the necessity of official drawings for all aspects or whether some could be done like residential projects, rather than having architects and engineers design everything as in a commercial project. Marcia Hoag and George Clum will contact the Codes office for information on this and more.

Planning Board:

Robin Avolio, Director reported that the Planning Board will meet for the Library on

April 2nd. She will need to notify Theresa Clark as to whether we can make that date. Diane Jaramillo believes we could.

Site/Civil Proposal:

Tammy Osborne made a motion to approve the proposal for Site/Civil Plan in the amount of $1,984. George Clum 2nd motion. Individual votes were taken, all approved, motion carried.

Septic:

Discussion ensued regarding septic quotes from Matt Tuller at $550 and Chad Montgomery at $700 to pump and assess. John made 1st motion to approve M. Tuller’s quote of $550, contingent on his assessing pipes, etc., as well as uncovering, pumping and recovering. Should Mr. Tuller change his quote as to what would be covered, then the Board would hire Mr. Montgomery. George 2nd motion, individual votes taken, all approved, motion carried.

Exterior electrical outlet:

Roy Stockwell’s quote for installing an outdoor outlet was $250. Tammy Osborne made a motion to approve, seconded by Elaine, individual votes taken, all approved, motion carried.

Emergency Policy:

Robin presented a modification to the Emergency Policy to cover emergency closings, etc. Tammy made a motion to approve, seconded by George. Individual votes were taken, all approved, motion carried.

Staff salary:

Payment for staff during Library closure was discussed. Tammy made a motion to pay all three staff members for the time period of 03/13/20 – 03/19/20. Ann seconded motion, individual votes taken, all approved, motion carried. Robin, Michelle and Nancy appreciate the Board supporting them during this time.

Spaghetti Dinner:

The previously planned spaghetti dinner has been tabled due in part to the Coronavirus.

Cement work:

Discussion regarding two quotes for the cement work needed by the book drop – one from Buckley for $1,000, another from Mike Hall for $1,150. Robin would submit the quote for State approval and clarify that reinforcing mesh would be used. John made a motion to hire Buckley, seconded by Tom. Individual votes taken, approved by all, motion carried.

Remaining grant money:

Robin will submit a request to the State for approval to use the remaining construction grant money.

NBT Loan/Credit line:

Board discussed moving forward on loan/credit line.

Elaine made a motion to adjourn, seconded by John, individual votes taken, all approved, motion carried. Meeting adjourned at 7:46 pm.

Submitted: Ann Mein