

**SACHEM PUBLIC LIBRARY BOARD OF TRUSTEES  
SPECIAL MEETING  
AUGUST 26, 2013  
2:00 P.M.**

A Special Meeting of Sachem Public Library Board of Trustees was attended by Dennis Flavin, Robert Winowitch, Carol Paulsen, Marguerite Barone, Judy Willner, Carol Brand and Dona Giordano.

The meeting was called to order at 2:00 p.m.

The meeting began with the salute to the flag.

Public Participation: None

On the director's recommendation the Board approved *SEQRA Resolution No. 1, Lead Agency Designation* for proposed Emergency Preparedness Projects at the Sachem Public Library. (Paulsen, Winowitch; unanimous)

On the director's recommendation the Board approved *SEQRA Resolution No. 2, Type II Action* pursuant to 6 NYCRR §617.5(c)(1) and (2) of the implementing regulations of the State Environmental Quality Review Act, and will, therefore, by definition, have no significant adverse impact on the environment. (Barone, Winowitch; unanimous)

On the director's recommendation the Board approved the resolution for *Designation of Funds* as follows:

WHEREAS pursuant to an architectural/engineering proposal dated May 30, 2013 Sachem Public Library shall increase its emergency preparedness at 150 Holbrook Road Holbrook, NY; and

WHEREAS it is the intention of the Board of Trustees to utilize the unused excess Emergency Generator capability to power additional electrical panels in the Library; and

WHEREAS it is the intention of the Board of Trustees to replace/install Emergency Lighting (battery power) throughout the Library; and

WHEREAS it is the intention of the Board of Trustees to install additional items that would increase the Emergency Preparedness of the Library; and

WHEREAS the Board of Trustees wishes to designate and set aside the fund from which the purchase and installation expenses will be paid.

NOW THEREFORE, be it resolved that, subject to further resolution of the Board of Trustees, the cost of configuring, purchasing and installing additional emergency generator capability, emergency lighting, and other items that would increase emergency preparedness, shall be paid

from the Building Alterations Line in the 2013/2014 Budget and/or the Fund Reserved for Equipment and Building Improvements. (Winowitch, Barone; unanimous)

On the director's recommendation the Board adopted the Library's application for a New York State Construction Grant and accompanying documents. (Barone, Paulsen; unanimous)

On the director's recommendation the Board approved the Scope and Cost Proposal of Kimberly Bolan and Associates to work as consultant, developing service model recommendations, designing a new circulation service area, and recommending furniture, décor, and technology to support current and future needs of this area. This project, which is broken down into 5 phases, is proposed to be billed on a time and materials basis at the rate of \$115.00 per hour, and is estimated not to exceed \$16,445.00. (Winowitch, Barone; unanimous)

On the director's recommendation the Board approved the expenditure of no more than \$27,000.00 for the removal of an aging roof-top air conditioning unit and its replacement with a new 20-ton energy efficient unit. (Winowitch, Barone; unanimous)

Meeting adjourned at 2:40 p.m.

Respectfully submitted,

Robert Winowitch