

**GREAT NECK LIBRARY
MINUTES OF THE
SPECIAL BOARD OF TRUSTEES MEETING
THURSDAY, JULY 1, 2010, AT 7:30 P.M.**

A special meeting of the Great Neck Library Board of Trustees was held on Thursday, July 1, 2010, in the Community Room of the Great Neck Library, 159 Bayview Avenue, Great Neck, NY 11023. [Agenda attached]

The following Trustees were present constituting a quorum:

Andrew Greene – President
Anna Kaplan – Vice President
Janet Eshaghoff – Secretary
Varda Solomon – Treasurer
Josie Pizer – Assistant Treasurer
Martin Sokol

Absent with prior notice: Marietta DiCamillo – Assistant Treasurer

Also present: Jane B. Marino – Director
Laura Weir – Assistant Director
Neil Zitofsky – Business Manager

Call to Order

President Greene called the meeting to order at 7:42 p.m. for the purpose of discussion and vote on authorization for further expenditures on the environmental consultant (VHB) and the contract between the Library and 631 Construction for the renovation of the Station Branch Library.

Environmental Consultant

Upon motion by Anna Kaplan, seconded by Janet Eshaghoff and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees authorize \$15,000 to pay for work not yet done by our Environmental Firm, VHB. This amount includes everything that would bring the Library to the hearings phase of the project. This money would be taken from the Main Building and Special Services Fund.

And further;

RESOLVED, that the Board of Trustees of the Great Neck Library authorize VHB to act as the agent for the Great Neck Library in any communications with the New York State Department of Environmental Conservation as indicated in the attached letter.

The Agreement Letter was prepared by the Director subsequent to discussions with the Board of Trustees and Kim Gennaro, Environmental Consultant of the firm of VHB Engineering. The Board then made the following changes to the letter:

1. Page 1 – under tasks to be completed – “Completion of Coordinated Review Process” to be added as item number one.
2. Page 2, last line of paragraph one, which reads ”A copy of the initial submission that is made to the DEC” was replaced with “A copy of all submissions that are made to the DEC”

The Library’s Attorney, Kevin Seaman, had not seen the Agreement Letter but the Director had discussed the contents with him. VHB is in agreement with this proposal. Once the changes are made, the modified agreement will be signed by the Board President. The cover letter to this agreement should also state that the agreement will not be effective unless fully executed by both sides.

Public Comments: Gerry Schneiderman, Carol Frank, Ralene Adler

VOTE: Yes – 6 (Eshaghoff, Greene, Kaplan, Pizer, Sokol, Solomon)
MOTION CARRIED UNANIMOUSLY

631 Construction

Upon motion by Martin Sokol, seconded by Anna Kaplan, and after discussion, it was,

RESOLVED, that the Great Neck Library Board of Trustees authorize the hiring of 631 Construction to act as General Contractor for the renovation of Station Branch project, subject to completion of a successful contract. The construction project will be completed at a figure not-to-exceed \$300,000 which includes the \$25,000 already authorized for sub-contractors and will be paid with money from the Library’s Branch and Special Services Fund.

The Director reviewed and the Board discussed the comments made to the proposed contract by Attorney Kevin Seaman. These are the changes:

First page of the contract - the date should be as of the last signatory’s execution of contract.

Article 3.1 – new language “or as of 3 days from permit issuance date.” Delete language below referring to mortgage filing.

Gerry Schneiderman, Trustee of the Village of Great Neck Plaza, was asked if he had any knowledge concerning the status of the building permit to which he replied that he will find out from Mike Sweeney and get back to the Director the next day.

Article 3.3 – delete language that follows “after 60 days of commencement”, as well as the language referring to “damages or bonus payments.”

In addition, the Trustees changed “substantial completion” to “substantial completion of the entire work ready for inspection approval.” They also added a penalty of \$500 a day for any day over 65 if the work should go beyond the agreed upon completion time.

Article 4.1 – \$290,000 to be written out in words (“two hundred and ninety thousand dollars”).

Article 4.2 and **Article 4.3** – to be deleted.

Article 5.1.3 – change “first” to “third” and “tenth to twenty-fifth”, and add “If an application for payment is received by the architect after the application date fixed above, payments shall be made by the owner not later than the twenty-fifth day of the following month.”

Article 5 Payments – [Mr. Seaman had no changes] *Ms. Marino will call the architect to ensure that there will be a master schedule and a schedule of values, and the format they will take once the contract is signed. This will not be a part of the contract.*

Article 5.1.8 – delete

Article 6 – delete all language starting with the word “unless.”

Article 7.1, Article 7.2 Article 8.1 and **Article 9** – [Mr. Seaman had no changes] *made references to Article 14 of AIA Document A201-2007. The Director is to find out from the architect what are these references and if not relevant to this contract, they should be eliminated.*

Article 8.2 – make rate of interest 3% since “legal rate” is 9%.

Article 8.6 – delete

Article 10 – name the Library as an “additional insured.”

Correction: Station Branch new address to be corrected from 24 to 26 Great Neck Road.

The Board approved the execution of the contract subject to the addition of the two items and the clarification or deletion of those articles not pertinent to the contract. The contractor could begin work if he agrees with the foregoing changes to the contract. If he does not agree, then the Board will have to schedule another meeting.

Public Comment: Gerry Schneiderman, Ralene Adler, Carol Frank

VOTE: Yes – 6 (Eshaghoff, Greene, Kaplan, Pizer, Sokol, Solomon)
MOTION CARRIED UNANIMOUSLY

OTHER BUSINESS

The Director was asked to contact the DEC regarding the handling of trees that are down in the wetlands adjacent to the Library's parking lot during the recent storm.

The Director attended a meeting at Town Hall yesterday along with the Village Mayors, representatives from the School and Park Districts and officials of the Town of North Hempstead. The intent of the meeting was to encourage communication among the various entities during an emergency. The Town also offered to provide its services to remove the fallen trees on the Library's property and the Library will reimburse the Town for the time spent removing the trees.

Public Comment: Carol Frank, Gerry Schneiderman

ADJOURNMENT

The meeting was adjourned at 9:02 p.m. on motion by Trustee Kaplan.

Respectfully submitted,

Janet Eshaghoff
Secretary of the Board of Trustees