

BOARD OF TRUSTEES
Ossining Public Library
Special Meeting
Thursday, April 11, 2024, 6:00 PM
2nd Floor Conference Room
Ossining Public Library, 53 Croton Ave., Ossining, NY;
38 Sunset Dr., Ossining, NY
Approved Meeting Minutes

Physically present were: Board of Trustee (BOT) members - Amanda Curley, Meghan Huppuch, Cecilia Quintero, and Phil Rice; and Ossining Public Library (OPL) staff members – Karen LaRocca-Fels, Molly Robbins, Mallory Marinaro, and Steve Hamilton.

Attending remotely via ZOOM were: BOT members – Althema Goodson (not posted on the agenda), Alice Joselow (posted on the agenda), and Shandi Speller (not posted on the agenda).

Amanda Curley called the meeting to order at 6:07pm.

Pledge of Allegiance was not recited. Amanda Curley read the OPL’s mission and vision statements aloud.

AGENDA

- Scope of the Library Building Project:

The BOT’s Buildings and Grounds (B&G) committee gave a detailed update on the status of the various proposed buildings and grounds repairs and improvement projects. Meetings with the contactor SGH, as recently as this week on via Zoom regarding estimated costs and timelines for the parking lot retaining wall repairs were discussed. The B&G committee is also in regular contact with the architects Lothrop and Associates about the scope, estimated costs and timelines for all proposed work within the scope of the building project. Phil Rice took the lead in this discussion noting that the members of the B&G committee were in agreement on categorizing all proposed work within the framework of a tiered priority system. “A” priority items are repairs and improvements that absolutely must be made due to health and safety, building code; “B” items are repairs and improvements that we would like to make, budget and funding allowing, that would greatly enhance the library building and grounds for the community; and “C” items are repairs and improvements that have the lowest priority, but would be good to have done, again, if the budget and funds allow. The BOT agreed that proposed repairs and improvements “A”, and “B” are necessary and if made will greatly enhance the functionality and appearance of the library building and grounds and make the spaces more accessible, inviting and comfortable for library patrons and staff.

Based upon the estimates and information provided by Lothrop and Associates, the B&G committee estimates that the cost for all proposed repairs and improvements (“A”, “B”, and “C”

items) would be approximately \$29.5 million. The estimated cost for “A” priority repairs and improvements alone would be approximately \$16.4 million. “A” priority items include the repairs to the retaining walls in the lower parking lot and related parking lot repairs. The estimated cost for “A” and “B” priority items would be \$22,652,000.

The B&G committee, BOT members and OPL staff all agreed that Lothrop and Associates are the best choice for this project as they have extensive experience in repairing and renovating hospitals, schools and similar infrastructure that cannot close entirely. The B&G committee relayed to the contractors the BOT’s concern that, as much as is feasibly possible, disruption to the library and its grounds should be minimized. The BOT agreed that the cost estimates for the proposed work provided were generally appropriate, with few minor exceptions. All acknowledged that there may be a disruption in library services due to the proposed work being completed, for ex. limited parking, but the goal in making the repairs in order of priority is also to minimize closing areas of the library and mitigating disruption in library services. Shandi Speller, attending remotely, requested clarification that all members of the BOT were in agreement to move forward with “A” and “B” items. Amanda Curley confirmed.

- SGH Work Authorization No. 2 – Additional Services dated April 3, 2024

Phil Rice of the B&G Committee again took the lead in explaining the cost and scope of the project. Zoom meeting this week with SGH clarified cost estimates and time-line for completion of the work. Revised cost estimate for the next phase of the planning work is \$54,500, which includes SGH’s sub-consultant/contractor’s fees. Time-line for completion is estimated to be one month, once go-ahead is given by the BOT. The B&G committee, BOT and OPL staff all agreed that the proposed cost is reasonable, funds are available in the current budget and the repairs must be made. All agreed to move forward with the SGH proposal.

Motion to adjourn regular meeting at 7:10pm was proposed by Cecilia Quintero and seconded by Phil Rice. Motion to enter Executive session was proposed by Shandi Speller and seconded by Cecilia Quintero. The BOT entered executive session at 7:12pm.

- Executive Session: The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

A motion the close executive session was made by Meghan Huppuch and seconded by Phil Rice and the BOT exited Executive Session at 7:31pm.

Motion to close this Special Meeting of the OPL BOT was made by Meghan Huppuch and seconded by Shandi Speller and the meeting ended at 7:32pm.