

Minutes of the Wead Library Board Meeting February 18, 2025

Present: Anne Werley Smallman, Secretary

Lucille Poirier, board member

Jeanne LeClerc, Treasurer

Mary McDonald, Principal Library Clerk

Guests: John MacArthur of Beardsley Architects + Engineers *via Zoom*

Chad Lawrence of Malone Central School District *via Zoom*

Brandon Pelkey, Superintendent of Malone Central School District *via Zoom*

Excused: Melissa Benardot, President

Chris Eggsware, Vice President

Call to order: 6:03 pm by Lucille Poirier, Board Member

Motion by Jeanne LeClerc, second by Anne Werley Smallman to excuse Melissa Benardot and Chris Eggsware from attendance at the meeting for work-related commitments and injury, respectively.

Roof/Window Project

- John MacArthur met with the board to update us on plans and for the purpose of discussing the plan approval process.
- Revisiting the SEQR Review Process to revise by designating the library as the lead agency. Revised motion by Anne Werley Smallman/second by Lucille Poirier:

WHEREAS – *The Principal Library Clerk has presented information describing the nature and extent of environmental impacts of the proposed Wead Library 2025 Roofing & Window Replacement Project – and*

WHEREAS – *the scope of the project involves only replacement of roofing materials with similar material, replacement of windows with similar energy efficient windows and abatement of hazardous material to the extent needed to accomplished the above – then*

Be it RESOLVED *that, the Wead Library Board of Trustees, after reviewing the information presented by the Principal Library Clerk, and considering the General Regulations of the NYS Department of Environmental Conservation pertaining to SEQRA Review, has declared Lead Agency status, and furthermore, has determined that the Wead Library 2025 Roofing & Window Replacement Project is classified as a Type II action per 6CRR-NY 617.5(c)(1) of the Codes, Rules and Regulations of New York State and no further review is required.*

Unanimously approved (3 aye 0 nay) February 18, 2025 6:15pm

- John MacArthur presented the half-sized drawings and project description.
 - Site plan provided primarily for abatement sub-contractor; abatement will be exterior and they may need to redirect public and employees to another entrance at some points. His opinion is that the library will not need to be closed during that time, but it will be at the discretion of the abatement contractor.
 - Fire and life safety plans: Shows how we're complying with codes. Nothing will impact egress from the building except on 3rd floor in conference room there's a window labeled as rescue window; Mary McDonald advised that it's not an official rescue window per code.
 - Abatement plans: Blue pentagons show windows that have caulk containing asbestos. Add'l asbestos in some tar on roof.
 - Window plans: replacement of all windows on main and third floor (except those interior ones replaced in last project); basement will have some refurbished (scraped, repainted, reglazed), some replaced. *Lucille Poirier question about security while windows removed; John will make sure contract language will reference that.* Window inserts will not have outside trim so they can be removed without disturbing interior trim.
 - Flat roof plan: will upgrade so complies with NYS energy code and will add roof drain inserts to raise up roof drains. Replacing coping/flashing around perimeter.
 - Mary McDonald asked about: 1) preventing snow slide over main entrance - John indicated they can add snow brakes, and 2) ice build-up over parking lot/side lawn entrance - during construction they will see if more insulation can be added. Additionally, there is slate loss from the pitched roof onto the flat roof.
 - Large ventilator will be removed and refurbished by contractor.
 - Alternate plan for different roofing material - instead of true slate, instead a slate-look architectural asphalt shingle at $\frac{2}{3}$ cost. John says slate is the least expensive over time, since it lasts so long. Current roof is 93 years old; a typical asphalt roof now lasts approx 25 years.
- John MacArthur reviewed the Project Manual table of contents (the full document is 407 pages). A full set of drawings will be left at Wead Library for contractors to look at while visiting the site prior to bid. Each bidder will provide a bid bond or certified check for 5% of the bid. Asking for qualifications for the bidders, specifically completion of at least 3 slate roof projects. Pre-bid conference will be required to ensure competent bidders.
- Best case scenario is state responds quickly and review is approved and we can begin construction this summer.
- Lucille asked if project could be altered/split into two if cost is prohibitive. John indicated using slate substitution is one way; another way is by issuing a change order and then negotiating with the contractor to reduce the scope of the project.

- \$577,900 current projected construction cost, includes 10% contingency for unplanned costs. Does not include design costs and survey (already paid), air sampling during abatement (Wead will pay independent monitoring ~\$6000-7000), and technical services.
- After reviewing the Plans and Specifications, the board desires to move forward with the Roofing and Window Replacement Project.

Motion by Anne Werley Smallman, second by Lucille Poirier:

WHEREAS – *The Library’s A/E consultant, Beardsley Architect + Engineers, has presented final Plans and Specifications for the Wead Library 2025 Roofing & Window Replacement Project and a project Budget– and*

WHEREAS – *the scope of the project represented by the Plans and Specifications conforms with the scope of the project as originally intended and as outlined in the proposal for services by Beardsley Architect + Engineers – and*

WHEREAS – *the project Budget can be supported by the financial resources of the Library – then*

Be it RESOLVED *that, the Wead Library Board of Trustees, after reviewing the information presented by Beardsley Architect + Engineers, approves of the Plans and Specifications for the project with the addition of snow brakes over the main entrance and instructs Beardsley Architect + Engineers that they should submit the project to the NYS Education Department for a building permit.*

Unanimously approved (3 aye 0 nay) February 18, 2025 6:55pm

- Letter needed for each resolution separately with date and time; Anne will provide to Mary to include with the rest of the signed paperwork.

Entered Executive Session for the purpose of discussing personnel on motion by Lucille Poirier, second by Jeanne LeClerc at 6:59pm. Unanimously approved.

The board exited Executive Session at 7:18 pm on motion by Anne Werley Smallman/second by Lucille Poirier.

Motion by Lucille Poirier to adjourn, second by Jeanne LeClerc. Meeting adjourned at 7:22pm

The next regularly scheduled board meeting will be February 24, 2025 at 7pm.

Respectfully submitted,
Anne Werley Smallman
Board of Trustees