

**DRAFT**

**MASTICS-MORICHES-SHIRLEY COMMUNITY LIBRARY  
(MASTIC RECREATION CENTER)**

**MINUTES OF SEPTEMBER 23, 2024 BOARD MEETING**

Trustee Maiorana called the meeting to order at 7:00 pm.

**CALL TO ORDER**

Present were Trustees Maiorana, Gross, Dubois, Furnari and Ricciardi, Director Rosalia, Assistant Director D’Amato, Business Manager Nowak, and Secretary Stirber. Mark Grossman, Rick Wiedersum of H2M Architects and Chris Barletta from Sandpebble, attended as guests.

**PRESENT**

Caitlyn, a student from the William Floyd School District and a Suffolk County Girl Scout presented the Children’s Department at the library with an interactive braille board which she designed and developed to earn the prestigious Silver Award. To acknowledge earning her Silver Award, Caitlyn was presented with Recognition Certificates from Assemblyman Joe DeStefano, Legislator Jim Mazzarella and representatives from the offices of Senator Dean Murray and Councilwoman Karen Dunne Kesnig. Caitlyn was also acknowledged by her Girl Scout Leader and various community members who have supported her recent achievements.

**PERIOD OF PUBLIC  
EXPRESSION**

Caitlyn, through her organization Caitlyn's Vision, works to spread awareness of the importance of children's eye health and safety.

Motion by Dubois, second by Gross, to accept the minutes of the August 26, 2024 Regular Meeting of the Board of Trustees. Carried 5-0.

**APPROVAL OF  
MINUTES**

Motion by Ricciardi, second by Furnari, to approve the following Operating Fund Schedule of Claims dated September 23, 2024. Carried 5-0.

**SCHEDULE OF  
CLAIMS**

Motion by Gross second by Furnari, to approve the Operating Financial Report for August 2024. Carried 5-0.

**FINANCIAL  
REPORTS**

Motion by Dubois second by Ricciardi, to approve the Capital Fund Financial Report for August 2024. Carried 5-0.

The Director began her report excited to inform the Board that work at the main building is in the final stages. The sitework is complete and a punch list is being finalized. Ms. Rosalia thanked Kathi Bertos for all of her work on finalizing the café. The espresso machine, the drain and the electric for the area are all being worked out and equipment is being ordered. The Director reported that an order has been placed for the makerspace. In addition, the fire alarm is almost functional and we are moving closer to being ready to open. Furniture will be arriving this week; however, the reference desks are delayed as well as the shelving. The shelving was ordered on New York State Contract but the State let the contract expire and it took some time to renew. We will be moving the collection from SCLS in late October or early November. We will begin designing the invitations and hopefully coordinate with the 50<sup>th</sup> anniversary celebration. The Director reported that there was recently a meeting with Beechwood about the park project at Mastic Beach. She also informed the Board that a SEQRA motion is required to apply for the New York State Construction Grant. In order to apply we need to give a guarantee that we have 50%. It can be used for the parking lot and security equipment at the main building. Competition for the grant is high this year with libraries needing roofs and HVAC systems. Lastly the Director informed the Board that PLDA is holding a golf outing and dinner and if anyone is interested please let her know tonight.

**DIRECTOR**

Ms. D'Amato began her report discussing the status of the 20-year-old piano that was in Meeting Room A in the main building and has been in storage since we closed. The piano needs to be appraised and the costs associated with monthly tuning and maintenance need to be considered when deciding whether we should move it back into the building or switch to a digital baby grand piano. The size of the piano is also an issue. The Assistant Director then discussed the legislative meeting with local representatives and the marketing strategy they developed to use patron stories to keep getting attention for funding from Albany. The stories that show the impact that libraries have on peoples lives are extremely helpful when looking to disperse financial resources. Recent statistics show that reading scores are going down in the schools and these stories of how libraries make a difference outside of the classroom are extremely beneficial when looking at receiving aid. Ms. D'Amato then reported that she has been meeting with the security advisor and looking at the main building. The location of doors and floor plans

**ASSISTANT  
DIRECTOR**

need to be updated, as well as the safety manual. The Assistant Director then reported that the safety training will continue while we are hiring new staff.

The Business Manager reported that he has spent a majority of his time completing the annual audit and assisting Michael Bogin with the construction grant. Mr. Nowak reported that the auditors completed their field work last week on time. The balance of the work will be finalized remotely. Mr. Nowak expects that the remainder of the audit will run smoothly and a final report, which he expects to be favorable will be presented at a future meeting. Mr. Nowak then reported that the sitework at the main building has been completed and looks great. The final paperwork will be submitted to the Town of Brookhaven and we can expect the return of the funds held in escrow. The Business Manger then informed the Board that we recently conducted open enrollment for the annual AFLAC employee benefit program and new members will be enrolled as of October 1<sup>st</sup>. The payroll adjustments agreed to in the Memorandum of Agreement between the Board and the union have been updated. Mr. Nowak then reported that we received a Freedom of Information request from a professor (in the Midwest) requesting information on the library and the library history. He was cordial and very thankful. Finally, the Business Manager reported that we will soon be discontinuing the outside security services at the main building.

**BUSINESS  
MANAGER**

Motion by Dubois, second by Furnari, to approve the CS-150 report with the Director's recommended personnel changes. Carried 5-0.

**PERSONNEL  
CHANGES**

Motion by Gross, second by Dubois, to approve the Board, Director, Assistant Director, Department Heads and/or designated staff to attend the William Floyd Alumni Association Annual Outstanding Educators Award dinner at Rock Hill Country Club on October 18, 2024 at a cost of \$63.00 per person and to expend \$140.00 for a journal advertisement. Carried 5-0.

**COMMUNITY  
EVENTS**

Motion by Furnari, second by Gross, to approve the Board, Director, Assistant Director, Department Heads and/or designated staff to attend the Suffolk County Library Association Annual Dinner at West Sayville Country Club on October 24, 2024 at a cost not to exceed \$90.00 per person. Carried 5-0.

Motion by Gross, second by Furnari, to approve our contract with Zoobean for their Beanstack Premium service at an annual cost of \$2,168.00. carried 5-0.

Motion by Furnari, second by Ricciardi, to approve our contract with Suburban Turf & Scapes for the weekly landscaping at the Main Library for the balance of the season at a cost of \$120.00 per visit. Carried 5-0.

Motion by Furnari, second by Gross, to award the window treatments contract 12-4-200 to S. Klahr, Inc. in the total amount of \$29,000.00. carried 5-0.

Whereas, the Mastics Moriches Shirley Community Library intends to fully renovate the existing main Library facility within the existing building foot print and building elevation including replacement of the existing sanitary system with an I/A system to be approved by the Suffolk County Department of Health Services, and,

Whereas, a structural engineering report has been prepared and a structural engineer retained to oversee the renovation project for the Library and a sanitary engineer has been retained and has produced a plan to replace the existing sanitary system with an I/A system, and,

Whereas, a Lead Agency must be established as required under Section 617.6 (b)(2), before a Determination of Significance can be rendered, and,

Whereas, per 6 NYCRR 617, as the Action is classified as an Unlisted Action according to the thresholds contained in Section 617.4 and as project sponsor, the Board of Trustees of the Mastics Moriches Shirley Community Library may declare itself as the Lead Agency, and may conduct an uncoordinated review of the proposed action, and,

Whereas, the Board of Trustees of the Mastics-Moriches-Shirley Community Library, its Counsel and its environmental consultant are of the opinion that the Library is the appropriate agency to act as Lead Agency in this matter, as the Library Board has jurisdiction

**CONTRACTS/  
RENEWALS**

**AWARDING OF BID**

**NYS  
CONSTRUCTION  
GRANT – LEAD  
AGENCY**

over all significant aspects of project development, design, and construction for the new Library, and associated on-site management;

NOW THEREFORE BE IT RESOLVED that, the Mastics-Moriches-Shirley Community Library Board of Trustees hereby declares itself as Lead Agency, and,

Whereas, the Library's environmental consultant has prepared a Short Environmental Assessment Form Parts 1, 2 and 3, which show, as a result of the review of the plans to complete the building renovation and replacement of the sanitary system, no large or moderate impacts are potentially expected whether short or long term, direct or indirect, singular or cumulative, and,

Whereas, the Mastics Moriches Shirley Community Library Board of Trustees has considered the action as defined in subdivisions 617.2(b) and 617.4 of the SEQR Regulations; has reviewed the SEAF, the criteria for determining significance contained in 617.7 of the SEQR Regulations and other supporting information relevant to areas of environmental concern; has thoroughly analyzed the identified relevant areas of environmental concern to determine if the action may have a significant adverse impact on the environment; and sets forth its findings below based on this information.

Whereas, the Mastics Moriches Shirley Community Library Board of Trustees finds that:

1. There will be no adverse change in existing air quality, ground or surface water quality or quantity, traffic or noise levels; nor any increase in solid waste production; nor any increase in potential for erosion, flooding, leaching or drainage problems;
2. Any disturbance to the existing site will be limited to the replacement of the sanitary system and incidental hard surface disturbance necessitated by sidewalk and pedestrian improvements so that the location and footprint of the existing library building remains as is, and any disturbed vegetation will be replaced as much as possible with new indigenous vegetation which will minimize adverse impacts to vegetation as much as practicable;
3. There will be no interference with the habitat or movement of any resident or migratory wildlife species, no impacts on a significant habitat area, no adverse impacts on a threatened or endangered

species of animals or plants, or the habitat of such a species, or other significant adverse impacts to natural resources;

4. No impairment of the environmental characteristics of a Critical Environmental Area as designated pursuant to subdivision 617.14(g) of this Part will occur;

5. No conflict will occur with any current community plans or goals as officially approved or adopted;

6. No impairment of the character or quality of important historical, archeological, architectural, or aesthetic resources or of existing community or neighborhood character will occur;

7. No change in the use of either the quantity or type of energy will occur;

8. No hazard to human health will be created;

9. No change in the usage, or intensity of use of land including open space or recreational resources, or in their capacity to support existing uses will occur;

NOW THEREFORE BE IT RESOLVED that, the Mastics Moriches Shirley Community Library Board of Trustees hereby adopts this Negative Declaration for the purposes of Article 8 Environmental Conservation Law.

The Board of Trustees has considered the relevant environmental impacts, facts and findings disclosed in the SEAF; weighed and balanced relevant environmental impacts with social, economic and other considerations; provided a rationale for the Board's decision as contained in its findings.

The Board of Trustees certifies that the requirements of Part 617 SEQR have been met and certifies that consistent with social, economic and other essential considerations from among the reasonable alternatives available, the action is one that avoids or minimizes adverse environmental impacts to the maximum extent practicable, and that adverse environmental

impacts will be avoided or minimized to the maximum extent practicable by incorporating those mitigation measures that were identified as practicable.

Upon review of the information recorded on the SEAF, and considering its findings and all other relevant information, it is the conclusion of the Mastics Moriches Shirley Community Library Board of Trustees, as Lead Agency, that the proposed project will result in no adverse impacts on the environment. Accordingly, this Negative Declaration is adopted and issued.

Motion Made By: Dubois

Seconded By: Furnari

Carried 5-0

Motion by Gross, second by Ricciardi, to adopt the assurances made by the Mastics-Moriches-Shirley Community Library as outlined in our submittal to New York State for the State Aid for Library Construction Program for fiscal year 2024-2025. Carried 5-0.

**ASSURANCES (State  
Aid for Library  
Construction Program  
(FY 2024-2025))**

Motion by Furnari, second by Dubois, to move into Executive Session at 8:06 pm to discuss a contractual issue. Carried 5-0.

**EXECUTIVE  
SESSION**

Motion by Gross, second by Dubois, to leave Executive Session at 9:05pm. Carried 5-0.

(NO MOTIONS OUT OF EXECUTIVE SESSION)

Motion by Dubois, second by Ricciardi, to adjourn the meeting at 9:05pm. Carried 5-0.

**ADJOURNMENT**

Respectfully submitted by,

Madeline Stirber

Madeline Stirber, Secretary