

## North Greenbush Public Library Trustee Meeting Minutes

### Trustees Present:

Joan Behan  
Deborah Bernnard  
Delores Celeste  
Peggy Derevlany

Jim Greenfield  
Amy Hale  
Kimberly Margosian  
Mike Martinez

### Trustees Absent:

Jean Holmes  
Katie Myer

Ali Mariano

### Also in Attendance:

**Call to Order:** Meeting called to order at 7:02 p.m. on July 24, 2025 by Delores Celeste.

**Approval of Minutes:** Upon motion by Kimberly Margosian, seconded by Deborah Bernnard, the minutes of the June meeting were approved unanimously.

### Old Business

#### Building Committee

The committee met via Zoom with Paul Mays on July 23. Paul updated the committee on the engineering/site evaluation work and introduced a conceptual design for the library.

#### Site Evaluation

- EAS: LaBella has begun the Phase I EAS (Environmental Site Assessment)
  - Survey: in process, including metes and bounds. The fieldwork will be completed by July 28, with the final survey due later that week.
  - Geo Tech: They have completed the fieldwork for the geo technical analysis, which is also due during the week of July 28.
  - Traffic Study: The traffic study is underway. Fortunately at this point no vehicle counts are required since adequate data exists.
  - FEAF: During the committee's June meeting, the lawyers recommended that we complete a full environmental assessment form to expedite the SEQR process. LaBella's proposal was based on a short form EAF. The FEAF will cost an additional \$1,500.

The initial paperwork has been completed by Katie Myer and the attorneys.

- Wetlands: preliminary field work has identified the likely footprint of two potential wetlands on the site. The smaller one, along the cemetery access road to the west of the site, is of little concern. However a fairly substantial area has been identified on the southeast side, which could affect our construction plans, particularly since NYS regulations require a 100' buffer around designated wetlands. Peggy Derevlany stressed that these are potential wetlands, not officially designated.

The preliminary assessment has been sent to our attorneys, including environmental attorney, Charlie Gottlieb who has joined our legal team.

The next steps include involving the NYS DEC and the Army Corps of Engineers to determine the formal mapping perimeters, setbacks, and implications for the design of the building and parking. Since these potential wetlands are isolated and do not feed into major waterways, the Army Corps will likely not become involved. However the DEC will need to make a determination regarding the wetlands designation.

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Paul Mays provided preliminary site plans, highlighting the potential wetlands, which were distributed to the trustees. The subsequent discussion centered on the details of the wetland indications identified by LaBella. Peggy Derevlany indicated that the usual indications are wetlands vegetation. She will request a copy of the assessment for the board's information.

The additional work will increase our cost. LaBella has quoted a maximum additional fee of \$8,000.

Peggy Derevlany made a motion to allocate an additional \$10,000 for completion of the additional required environmental assessment work. The motion was seconded by Deborah Bernnard and approved unanimously.

### **Conceptual Design**

During the committee meeting, Paul Mays provided a conceptual floor plan for an approximately 6,500 square foot building, incorporating many amenities, including a reading garden, gallery and meeting space. The floor plan was distributed to the trustees.

Peggy Derevlany summarized Paul's discussion of the floor plan and the committee's comments. During the committee meeting, Mary Klimack requested that a dedicated staff restroom be incorporated into the design.

After reviewing and discussing the design, Deborah Bernnard noted that in addition to the restroom, additional staff space should be incorporated to allow for private work areas, citing that such amenities are important for morale and effectiveness. Deborah also mentioned that our staffing requirements will increase, making the expansion of staff space more urgent.

### **Friends of the Library**

- The the book auction featuring three historical titles was not as successful as the last auction. The proceeds were \$10.
- The Speed Puzzle Contest is this coming Sunday. Twelve teams have registered, there will be 15 tables available. Cash prizes will be awarded. Ravensburger has donated the 500-piece puzzles for the contest.
- The Friends are meeting during August.

### **Website Update**

Mary Klimack included her discussions with the staff at UHLS about transitioning our site to their servers on the Word Press platform in the directors report, which is included by reference and filed with the minutes. In brief, UHLS is available and happy to work with us at no cost.

### **New Business**

No new business was discussed.

### **Director's Report**

The written report is incorporated into these minutes by reference. A copy will be filed with the minutes.

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### **Financial Reports**

Financial reports were distributed to all trustees in advance of the meeting.

Upon motion by Peggy Derevlany, seconded by Amy Hale, the financial reports were approved unanimously.

### **Announcements**

- Peggy Derevlany reminded the board that at the April 2017 board of trustees meeting, a resolution was passed to dedicate the computer center to late trustee Frank Conron. In accordance, the name of the computer room in the new library should be the "The Francis X. Conron Media Center."

**Adjournment:** The meeting was adjourned at 8:02 p.m. upon motion by Peggy Derevlany, seconded by Amy Hale and approved unanimously.

Minutes prepared by Peggy Derevlany, Secretary