

This Special Meeting was called for by Mayor Corwin-Bradley and posted in the newspaper, Post Office, Village Hall and Village website.

VILLAGE OF BARKER BOARD OF TRUSTEES SPECIAL MEETING MINUTES



March 25, 2025
7:00PM

Mayor Seanna Corwin-Bradley
Deputy Mayor Aaron Davis
Trustee Val DiTommaso
Trustee Melanie Hirschman
Trustee Alexander Detschner

In **Attendance:** Neal Gordon, Robert Wendler and the following Barker Public Library Board members: Kathie Smith, Brian Carmer, Ashley Grabowski, Cindy Harris, Vernetta Kenyon, Lisa Thompson. Trustee Detschner arrived at 7:09pm.

At **7:00pm the meeting was called to order** by Mayor Corwin-Bradley by administering the Pledge of Allegiance.

Mayor Corwin-Bradley stated she was handing the meeting over to Deputy Mayor Davis.

Deputy Mayor Davis stated that since we've moved into the new building and settled in it's time to discuss changes that may need to occur and review protocols and policy related to the building,

Building requests and protocol were discussed. For future building requests for repairs, maintenance and/or problems the library was asked to send an email to Mayor Elect Davis and Clerk-Treasurer Detschner. From there Mayor Elect Davis and the Clerk-Treasurer will determine the next course of action. This is to ensure that requests are handled in a timely manner and to allow tracking of such requests. Any other requests being made to the Village will require two weeks' notice before the monthly board meeting of the Village Board of Trustees to allow for information/answers to be gathered.

The HVAC control system was discussed. The Barker Public Library stated that they would like the controls to split so that they can operate their system on their own. To split the HVAC controls will cost approximately \$1,000 to set up the library with the software, training and labor needed to be performed. Kathie Smith inquired about when the Village found out that there would only be one point of access to the HVAC system, which was after both parties moved into the new building. Clerk-Treasurer Detschner called Greater Niagara Mechanical, which sent the request to Trane to come out and set up the system once it the building occupied.

The HVAC Contract with Trane was discussed. When the Village reached out to Trane regarding the splitting of the controls, Trane notified the Village that they weren't under a maintenance contract. A maintenance contract is necessary to keep the RTU's and software functioning at full capacity with twice a year on site maintenance with a report on the unit's condition/findings. The annual cost of the Trane contract is \$4485, which should be split between the Village the Library, which will be billed quarterly.

Mayor Elect Davis stated it's important to keep everything ADA compliant, which means a 5-foot radius for a wheelchair to turn around with ease.

Two rows of roof racks will be added to the entire length of the front of the building and in the back over the doors and HVAC systems to slow the shedding of the melting snow in the winter months to protect pedestrians and employees. This work is budgeted for in the upcoming 2025-2026 budget and should be completed this summer or fall.

The Placement of a new 10x20ft shed to replace the current shed was discussed. As requested, Mayor Elect Davis stated that he would like to meet with DPW Superintendent Mark Remington, Lisa Thompson and himself to determine if the shed needs to be shifted to accommodate for snow removal. Measurements of where the new shed will be placed are needed to be included in the lease agreement that will be needed between the Village and the Library. Trustee DiTommaso raised concerns about liability with an increased shed in the capacity of more items stored in there, so more times it will be accessed and the weather conditions as well.

Storage needs of the Village and Library were discussed. Mayor Elect Davis stated that there are concerns regarding the storage in the maintenance room and who accesses the room. Since the maintenance room contains vital equipment such as electrical panel, hot water heater, internet modems/switches, security camera infrastructure and telephone lines adhering to the taped off areas on the floor is vital to allow for repairs and access when needed this room is off limits for the public. Another small shelf can be added to allow the library to store their items. Kathie Smith stated the library needs indoor storage space, currently they have things in the shed that should be in filing cabinets. The library's storage room is currently full and is for storage of craft & office supplies and used for processing books. Mayor Elect Davis stated that the Boards can walk the building afterwards to look at the spaces and reiterated that it's important to keep things out of the public shared spaces.

The Village is also looking at quotes to fence in the HVAC systems in the back of the building to secure them and keep the public from the shut off switches located at the back of the building.

Kathie Smith also reiterated that the library has already secured their budget for the upcoming fiscal year and now the Village is asking to share more costs that weren't anticipated when the budget was developed. Since the Village and

Library has only occupied the building for the past 10 months, many costs for utilities, maintenance contracts, fire monitoring, building supplies and other miscellaneous costs have been realized causing the Village to have to adjust many budget lines to accommodate the costs. We're under a learning curve and after a couple of years should have a better handle on what the recurring costs will be annually. Kathie Smith also inquired about how the library can use the meeting room in the future. The meeting room policy and reservation form were emailed to the Library President and Director so they may request the use in the future. Mrs. Smith also stated in the future she would like to hear from the mayor of upcoming/pending costs for services instead of reading it in the Village minutes.

No **Public Comment** was offered.

Board Comment was offered by:

Village Board Members:

Trustee DiTommaso: Stated it was nice to have both Boards in attendance and to have members of the public attend the meeting. He introduced himself to everyone and stated that he would like to see more meetings where the Village and Library Boards come together. Trustee DiTommaso also stated that he understands there will be growing pains and not taking questions personally when inquiries are made because we're all trying to learn. He continued to thank Clerk-Treasurer Detschner, former Mayor Aaron Nellist and Mayor Corwin-Bradley for the work put into getting this building completed.

Trustee Hirschman: Stated she was glad we were all present at the meeting.

Mayor Elect Davis: Thanked everyone for coming and asked for everyone to keep in contact to keep forward momentum.

Mayor Corwin-Bradley: Thanked everyone for their efforts and stated this was her last meeting as Mayor. She continued to state that she was thankful for the opportunity and that it was wonderful to work with everyone. At the time of the fire, she was the President of the Library Board and on the Village Board, so she was in the thick of the recovery, planning and rebuilding process and happy that we were able to accomplish so much.

Library Board Members:

Trustee Grabowski: Stated that the political climate is uncertain and the future for libraries is uncertain. The importance to fiscally responsible and make things work to keep the library functioning. The library does well for what they have and helps the community come together but keeping in mind that funding is tough.

President Smith: Thanked Lisa for her hard work in getting the Library up and running. The construction grants received by the library to rebuild the new building came from Federal funds and if we were just beginning the process them we wouldn't be able to receive those funds. The library is currently working on updating their 5-year plan and in the near future will be reaching out to all stakeholders in the community through organizations, school, fire department, Lions club, Village, Town of Somerset etc. to seek a meeting with everyone at the table to get feedback from the community for their thoughts and goals on helping the library develop their plan. Questions will be sent ahead of time and the date with the most response will be chosen for the meeting.

A **motion for adjournment was made at 7:49pm** by Deputy Mayor Davis and seconded by Trustee DiTommaso. The previous was ADOTPED. AYES-5-Corwin-Bradley,Davis,Detschner,DiTommaso,Hirschman NAYS-0/None Motion Carried.

Next regularly scheduled meeting will be the Annual Organizational Meeting Monday, April 7, 2025 at 7:00pm in the Village Hall Meeting Room, 8708 Main Street, Barker.

Respectfully Submitted,

Amanda M. Detschner, CMC/RMC/CMFO
Clerk-Treasurer