Marlboro Free Library

Special Meeting of the Board –Wednesday, August 26, 2026 at 5:30pm

Marlboro Free Library

I. **Call to Order:** Board President, Kelli Kavanaugh, called the meeting to order at 5:30 p.m.

II. **Pledge to the Flag:** Denise Garofalo led the Pledge to the Flag.

III. **Attendance:** Kelli Kavanaugh, Denise Garofalo, Thea James, Anita Jean McMonigle, Library Director – Lindsay Jankovitz, and Recording Secretary – Tessa DeBella

Excused Absence: Cheryl Werba

Anita Jean McMonigle arrived at 5:32 p.m.

IV. **Visitor's Forum**
Architect, Meghan Brennen, from Butler Rowland Mays.

V. **Discussion Regarding Construction Change Orders**

Architect, Meghan Brennen, provided updates on the Library's Renovation and Expansion Project. The architect discussed a change order from Mid-Hudson Electrical in the amount of $7,200 to add ten recessed LED fixtures in the children's section and one additional recessed fixture in the adult section to enhance lighting in dim areas.

RESOLUTION 30-8-26-26
A motion was made by Denise Garofalo and seconded by Anita Jean McMonigle to approve the change order from Mid-Hudson Electrical in the amount of $7,200 to perform electrical work installing ten additional recessed LED fixtures in the children's area and to add one additional recessed fixture in the adult area.

VOICE VOTE: 4-0-0 ALL YES CARRIED

Architect, Meghan Brennen, provided updates regarding the railing installation along the Library's front retaining wall. Barone Construction Group proposed installing a wooden railing.

RESOLUTION 31-8-26-26
A motion was made by Denise Garofalo and seconded by Thea James to approve installation of a wooden railing along the new retaining wall at a cost not to exceed $15,000. The railing will begin at the Route 9W-facing entrance and will extend to the end of the sidewalk, creating an L-shaped railing. The railing will not extend along the new piazza.

VOICE VOTE: 4-0-0 ALL YES CARRIED

VI. New Business

The board discussed the Library's Ribbon Cutting Ceremony. A tentative date is set for Friday, October 30. More details will be discussed at the September board meeting.

VII. Motion to Adjourn

Board President, Kelli Kavanaugh adjourned the meeting at 5:54 pm.

Respectfully submitted,
Lindsay Jankovitz & Tessa DeBella

Marlboro Free Library

Special Meeting of the Board –Wednesday, August 26, 2026 at 5:30pm

Marlboro Free Library

I. Call to Order

II. Visitor's Forum

III. Discussion Regarding Construction Change Orders

IV. New Business

V. Motion to Adjourn

Respectfully submitted,
Lindsay Jankovitz

DESCRIPTION OF ADDITIONAL WORK REQUESTED

Reference No.: LIGHTING OPTION #2
Date: AUGUST 16, 2026
Contractor: MID-HUDSON ELECTRICAL CONTRACTING
Project Name: Marlboro Free Library Addition & Interior Renovation Project
Project Location: 1251 Route 9W, Marlboro, NY 12542
Labor Billing Rate: $125.00 per hour

Purpose of Additional Work Request

This document is submitted as a formal description of additional lighting work requested beyond the original contract scope for the Marlboro Free Library Addition & Interior Renovation Project. The proposed work consists of furnishing and installing ten (10) new adjustable recessed LED fixtures in the library stack areas in accordance with the Point Source quotation. The intent of this work is to provide improved, targeted illumination across the faces and aisles of the library shelving while maintaining the existing LightArt ring fixtures in their current configuration. Final fixture placement, spacing, orientation, and aiming shall be determined in the field based on actual ceiling conditions, shelving layout, obstructions, and observed light distribution so as to provide the best possible coverage of the library stacks as necessary. This proposal also includes the installation of (1) additional recessed fixture in the adult collection area. All work shall be performed in accordance with applicable electrical codes, project specifications, manufacturer requirements, and existing field conditions. The work described below is offered as a complete lump-sum installation.

Detailed Scope of Additional Work

Item No.	Description of Work	Labor Hours	Labor / Material	Total Cost
1	**OPTION #2 - TEN (10) NEW ADJUSTABLE RECESSED STACK LIGHTS AND (1) ADDITIONAL RECESSED FIXTURE IN THE ADULT COLLECTION ARE BY THE EXIT SIGN.** **Furnish and install ten (10) new adjustable recessed LED fixtures in accordance with the Point Source quotation. Fixtures shall include remodel-type housings and linear spread lenses designed to create a wider, elongated light pattern for improved illumination of the library shelving and stack aisles.** **Provide all labor, fixtures, branch-circuit wiring, raceway or cable as required, junction boxes, fittings, connectors, supports, grounding, mounting hardware, trims, and miscellaneous electrical materials required for a complete and operational installation. Existing lighting circuits and controls will be utilized where practical and where capacity and compatibility are verified in the field.** **Labor is based on two (2) electricians for two (2) standard eight-hour working days, approximately thirty-two (32) total man-hours, including layout, ceiling coordination, installation, wiring, terminations, aiming, testing, and final adjustment.** **FINAL FIXTURE PLACEMENT SHALL BE DETERMINED IN THE FIELD. Exact locations, spacing, orientation, and aiming shall be established after review of the actual stack arrangement, ceiling layout, architectural features.**	34	Included in Lump Sum	$7,200.00

ALTERNATE LUMP-SUM PRICING

Option #2 - Furnish and install ten (10) adjustable recessed LED stack lights complete as described above AND (1) Additional recessed fixture in adult collection area.	**$7,200.00**

Terms and Conditions

1. This Change Order covers only the Option #2 recessed stack lighting work specifically described herein.
2. Final fixture placement, spacing, orientation, and aiming shall be determined in the field as necessary to provide the best possible practical coverage of the library stacks, subject to existing ceiling conditions and system conflicts.
3. Any unforeseen conditions, concealed obstructions, required circuit or control modifications, ceiling repairs, or Owner-requested additions beyond the stated scope shall be subject to additional pricing and written authorization.
4. Work will be scheduled in coordination with the project construction schedule and is based on reasonable access to the affected ceiling and stack areas.
5. Patching, painting, finish repairs, relocation of non-electrical systems, engineered photometric studies, and guaranteed foot-candle levels are excluded unless specifically added in writing.

LUMP-SUM OPTION #2 PRICE: $7,200.00

Authorized By: _____ Date: _____