

PLAISTOW PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
DECEMBER 23, 2013

Special meeting was called to order at 6:45.

PRESENT: Catherine Willis, Chairman  
Kathleen Vavra, Vice Chairman  
James Peck, Treasurer  
Jane Quigley  
Jennifer Kiarsis  
Cab Vinton, Director

Discussion regarding the Health and Dental Insurance as it appears in the by-laws. It was agreed to amend to show that part time employees of 32 hours or more will be entitled to benefits. Motion made by James Peck, second by Jane Query. Vote 5: Aye, Nay: 0, Abstention: 0.

The meeting was called to discuss encumbering funds for the HVAC system. Trane has never given us a formal quote. Their "guesstimate" was four to six thousand dollars to repair the system. There was discussion on the number of zones and valves in the building and the possibility of consolidating zones. There are thermostats side by side, and they will be checked to ensure they're accurate.

Cab received a proposal from Kevin LaPlante, EIT to get the system in proper working order. Kevin works for Advantage Engineering and their estimate at \$29,350 was for a total overhaul of the system. After discussion, it was determined that we would use this firm and was agreed we would have the entire system done since we have the money at this time. We will encumber the total amount.

Motion to encumber by James Peck, second by Jenn Kiarsis. Ayes 5, Nay 0, Abstention 0. Board left Public Session and entered into Nonpublic Session.