

**Minutes of the Board of Trustees of the Manhasset Public Library**  
**May 19, 2026**

*Held at the Library in the Lower Level Conference Room on Tuesday, May 19, 2026.  
Session called to order at 7:15 pm.*

**Attendance**

Board Members:

Charles Jettmar, President  
Judith Esterquest, Vice President  
Donald T. O’Brien, Financial Officer (late with notice)  
Gloria Su, Trustee  
Diane Klein, Trustee

Maggie Gough, Director  
Maria Mignano, Assistant Director  
Linda Palmieri, Business Office Manager  
Stephanie Catlett, Secretary to the Board

**Minutes from previous sessions**

Motion by Judith Esterquest, seconded by Gloria Su to accept the Minutes dated April 14, 2026.

Yes – Esterquest, O’Brien, Su

Abstain – Jettmar, Klein

No – none

**Financials, Reports and Vouchers**

The Trustees reviewed and accepted Brian Cleary’s Treasurer Reports of April 22, 2026, and May 6, 2026. The vouchers listed below were audited by the Board of Trustees of the Manhasset Public Library on May 19, 2026 and are allowed in the amounts shown.

Claims Warrant	4/22/26	A-Fund/General Operating	\$ 38,050.59
Claims Warrant	4/22/26	H-Fund/Capital Projects	\$ 11,480.00
Voucher #927	4/23/26	Payroll	\$ 87,616.59
Claims Warrant	5/6/26	A-Fund/General Operating	\$ 105,555.40
Voucher #928	5/7/26	Payroll	\$ 90,109.44

Linda Palmieri has been hereby authorized and directed to pay to each of the claimants.

Motion made by Charles Jettmar, seconded by Judith Esterquest, to approve Vouchers in the amounts listed.

RESOLVED, that the Board ratifies and confirms the vouchers as stated.

Yes – Jettmar, Esterquest, O'Brien, Su, Klein

No – none

**Presentation by Keith Callahan, FPM Group**

Mr. Callahan updated the Board on the closing status of the Roof Project and BEST construction. The proposed credits for outstanding change orders were accepted by BEST. MPL will receive credit to apply to repairing the broken sidewalk flags and landscaping. FPM is waiting for BEST's final documents including certified payrolls, payment review and approval, and subcontractor information. This information will be included in the SED application for project completion. When the final documents are filed and accepted, the project completion will be memorialized in Board Minutes.

After discussion of the Vehicle Protection/Bollard plan by Keith Callahan, the recommendation was made to award the project to Anchormen Construction in the amount of \$81,535.00.

Motion made by Charles Jettmar, seconded by Gloria Su, based on the recommendation of FPM, the Trustees vote to award the Vehicle Protection/Bollard project to Anchormen Construction in the amount of \$81,535.00.

RESOLVED, to accept FPM's recommendation of Anchormen Construction in the amount of \$81,535.00

Yes – Jettmar, Esterquest, O'Brien, Su, Klein

No - none

After an explanation of the various options of the HVAC project, the Trustees have decided to go with Option 1. Further discussion of the Boiler Plant resulted in the need to expedite the Capital Project timeline. The Trustees have requested that FPM complete the design documents for the Cooling Central Plant and HVAC system Retro-commissioning. In order to advance the capital projects, the Boiler Plant and Domestic Hot Water project will be consolidated with the

HVAC project. FPM is asked to provide a proposal to extend the design documents to include the Boiler Plant. All documents will be prepared and aligned with SED submission and Bidding requirements.

Motion, made by Charles Jettmar, seconded by Donald T. O'Brien, that FPM complete the Option 1 documents for the Cooling Central Plant and HVAC system Retro-commissioning in preparation for SED submission. Furthermore, FPM is asked to provide a proposal for the Boiler Plant and Domestic Hot Water commissioning project.

RESOLVED, to have FPM Group proceed with design development for the Cooling Central Plant and HVAC system Retro-commissioning and provide a proposal for the Boiler Plant and Domestic Hot Water project.

Yes – Jettmar, Esterquest, O'Brien, Su

No – none

**EXECUTIVE SESSION:** Entered at 8:55 pm; exited at 9:25 pm.

No Actions taken

Motion to end the meeting made by Charles Jettmar and seconded by Donald T. O'Brien at 9:25 pm.

The next Board meeting is scheduled for Tuesday June 30, 2026 at 7:00 pm.

Respectfully submitted,

Stephanie Catlett  
Secretary to the Board