



**HARRISON
PUBLIC LIBRARY**

Memo

E-4

To: Mayor Rich Dionisio and Members of the Town Board
From: Galina Chernykh
CC: Jacqueline Greer, Maureen McKenzie
Date: 1/24/2024
Re: Request to transfer funds from 18LB17 to the Downtown Library Improvements 2024 Project

Dear Mayor Dionisio and the Members of the Town Board,

I am requesting the Town Board approve the Comptroller to close out Municipal Capital Project Number 18LB17 and transfer the remaining funds of \$328,146.28 to a new Library Project in 2024 titled Downtown Library Improvements 2024.

A letter of explanation:

This letter is to briefly explain the Amendment to the Harrison Public Library's Generator Project (Municipal Capital Project Number 18LB17). This explains the history and provides a financial update and requests approve to finalize the project.

In 2018, \$155,000 was bonded by Harrison to be used towards a new generator for the downtown library.

In 2019, the Harrison Public Library applied for and received a construction grant from the State of New York to fund the installation of a generator in the amount of \$101,400. Ninety percent of the grant funds (\$91,260) were received in October of 2019.

A design consultant was retained by the town in 2019.

After that, there were many unforeseen challenges that significantly impacted and delayed the project. There was a gas moratorium, the COVID-19 pandemic, global supply chain delays, and escalated construction costs. These challenges rendered the original scope, as outlined in our initial grant application, impractical and impossible.

Rather than forfeit the grant money, we worked with the town engineers and our state contacts to create and submit an amended scope of work to New York State to request that we use the grant funds for a different capitol project for the downtown library. This revised scope of work focuses on achievable and necessary modifications ensuring that we adapt to the current circumstances while still fulfilling our objectives and to comply with the requirements and objections of New York State. The new capital project uses the same funds still at the downtown library and includes the following:

- LED lighting retrofit,
- Parking lot resurfacing,
- Installation of an outdoor sign.

This strategic move aims to address the immediate financial requirements of the Capital Project while ensuring no long-term financial loss to the Library.

The amendment/Pivot Project was approved by New York State last summer (2023). The Amended Total Project Cost is \$298,349.

On June 15, 2023, the Harrison Town Board approved \$112,000 to be transferred from the library fund balance into the capital project this capitol project, bringing the total budget for the project to \$358,260.

As of today, \$30,113.72 has been expended from these funds, for a design consultant and bonding costs.

Funds remaining within the project are \$328,146.28.

We are requesting the Town Board approve the Comptroller to close out Municipal Capital Project Number 18LB17 and transfer the remaining funds of \$328,146.28. to a new Library Project in 2024 titled Downtown Library Improvements 2024.

In addition, when the additional 10% of the funds are received from New York State, these funds will be credited to the new project.

Thank you for your consideration of this request.

Galina Chernykh, Library Director.