

E-7



**HARRISON**  
PUBLIC LIBRARY

# Memo

**To:** Mayor Ron Belmont and Members of the Town Board  
**From:** Galina Chernykh  
**CC:** Jacqueline Greer / Town Clerk; Maureen MacKenzie / Comptroller; Andrea Carapella Rendo, Esq. Deputy Village Attorney  
**Date:** 7/7/2020  
**Re:** Request to approve increased cleaning cost due to Covid19

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Dear Mayor Belmont and the Members of the Town Board:

The Town Board approval is requested to pay additional \$13,677.97 to the NSI Cleaning Worldwide Company for additional cleaning hours at both library locations.

The reason for this budget change is to allow cleaners to sanitize and disinfect public bathrooms and high touch surfaces during the day and at night (2 additional nights at the West Harrison Branch) in order to provide healthy environment for staff and the public.

The funds are available in the 401 building maintenance budget line. The expenditure explanation is attached.

Galina Chernykh, Library Director.