



Goshen Public Library and Historical Society Board of
Trustees Regular Meeting of January 13, 2025

(DRAFT until Accepted in meeting)

AGENDA

- I. Call to order - 7:00 pm
- II. Pledge of Allegiance
- III. Review and Approve Agenda

[Action item] RESOLVED that the Board approve the Agenda as presented.

- IV. Recognition of Former Trustee Robert Quinn.
- V. Privilege of the floor
- VI. Approval of the regular Board minutes of December 9, 2024.

[Action item] RESOLVED that the Board approve the regular minutes of December 9, 2024.

- VII. Personnel Appointments
Appoint Krystal Coleman to part time library assistant. (Youth Services)
Appoint Charles DeYoe to interim Director of IT
Appoint Amber Kirkwood to interim Director of Adult Services/Youth Services Programming

- VIII. Finances
 - a. Financial report for December 2024 – Jack Denman, Finance

[Action item] RESOLVED to approve the financial report for December 2024 as presented.
 - b. Warrant Schedule for December 2024

[Action item] RESOLVED to approve the December 2024 warrant schedule as presented.

- IX. Director's Report—Joslyn Bowling Dixon, Interim Library Director
- X. Adoption of Policy for Notification of Data Breaches
- XI. Action Item – Webmaster Contractor

- XII. Revisit holiday calendar
- XIII. SRI Fire & Security Proposal
- XIV. Committee Reports
 - a. Standing Committees
 - i. Physical Resources Committee - None
 - ii. Community Resources Committe - None
 - iii. Human Resources – None
 - iv. Sunshine Committee - None
 - b. Ad Hoc Committee
 - i. Historical Society Committee
 - ii. Bylaws Committee
- XV. Reports from Partner Groups
 - a. Friends Liaison—Trustee Jim Langlois
 - b. Junior Friends Liaison
- XVI. Executive Session for the Purpose of Discussing Personnel Matters
[Action item] RESOLVED that the Board enter executive session
- XVII. Privilege of the floor
- XVIII. Report of Trustee Continuing Education Credits

Next Regular Meeting: January 13, 2025 @ 7:00 pm.

Privilege of the Floor

Pursuant to Article II, Section 6 of the bylaws of the Goshen Public Library and Historical Society, any member of the public, present at the meeting, may speak during privilege of the floor. The Chair of the meeting shall designate a maximum amount of time for privilege of the floor in order to run the meeting in an efficient manner. Comments may not personally denigrate staff or Board members. Attendees' behavior shall be held to the Library Rules of Conduct.

Members of the public wishing to speak will be recognized by the Chair and be asked to stand, state their name and address for the record, and face the Board when making their comments.



Goshen Public Library and Historical Society Board of Trustees

Regular Meeting of December 9th, 2024

DRAFT

I. Call to order

A regular meeting of the Board of Trustees of the Goshen Public Library & Historical Society (GPLHS) was called to order by President Tina Fortugno at 7:01p.m. on Monday, December 9th, 2024

Attendance:

Board members present: Emily Collado Bob Quinn, Michael Panzer, Robert Karchawer, Jim Langlois

Also in attendance: Jack Denman, Finance Manager; Joslyn Bowling Dixon, Interim Library Director; Emelia Estep, Clerk of the Board.

Absent: Tina Fortugno, Heather LaBruna

II. Pledge of Allegiance

III. Review and Approve Agenda

[Action item] RESOLVED that the Board approve the Agenda

Motion: Trustee Robert Karchawer. Seconded by: Trustee Bob Quinn (Approved 5-0-0)

IV. Presentation on Local History Journal– Member of the Local History Committee

James Kuroski presented the Local History Committee's plan for the Local History Journal project, including how it will be distributed, and the involvement of the Friends Group.

[Action Item] RESOLVED that the Board approve the Local History Committee's plan for the Journal as described.

Motion: Trustee Jim Langlois. Seconded by: Trustee Michael Panzer (Approved 5-0-0)

VI. Approval of the regular Board minutes of November 11, 2024 and the special Board meeting minutes November 25, 2024.

[Action item] RESOLVED that the Board approve the minutes of November 11, 2024 and the special Board meeting minutes November 25, 2024.

Motion: Trustee Jim Langlois. Seconded by: Trustee Robert Karchawer. (Approved 5-0-0)

VII. Finances

Finance Manager Jack Denman reported that the library has received the second check which represents 40% of the total tax levy from the school. As a whole, the library has received 90% of the tax levy. It was noted that the library paid Automated Logic, which receives bi-annual payments. The next payment should be in May or June 2025. A question was raised as to what else pertains to line 49- Building services. Finance Manager Denman explained that Bill Co. and the sprinkler system are also on line 49. The board asked if the line could be broken down further or added as an addendum. The budget should be on track to be under for the year. Finance Manager Denman deposited \$600,000 into the NYLAF account from the Key account. There is no word on when the library can expect the PILOT funds to come in. The library has not received a response from True Green regarding acreage and pesticides. Members of the Board requested that the procedures for bills be evaluated. Trustee Michael Panzer volunteered to stop in weekly for bills in order to avoid bills being paid without the Board looking at them first, without risking late fees. There was also a suggestion that some bills be approved by the Director and receive retroactive Board approval as needed.

a. Financial report for October 2024 – Jack Denman, Finance

[Action item] RESOLVED to approve the financial report for November 2024 as presented.

Motion: Trustee Michael Panzer. Seconded by: Trustee Jim Langlois (Approved 5-0-0)

b. Warrant Schedule for October 2024

[Action item] RESOLVED to approve the November 2024 warrant schedule as presented.

Motion: Trustee Jim Langlois. Seconded by: Trustee Michael Panzer (Approved 5-0-0)

VIII. Discussion of the Battle of Minisink Monument.

Interim Director Bowling Dixon reported to the Board that after much consideration, the Battle of Minisink Monument will no longer be moved in front of the Donor wall. The new plan for the monument is to move it to the end of the stairs. Some concerns regarding protecting the monument were discussed. Interim Director Bowling Dixon invited the members of the Board to attend an upcoming meeting with the movers.

IX. Director's Report—Joslyn Bowling Dixon, Interim Library Director

Interim Library Director Bowling Dixon discussed statistics for the library and her report.

Interim Director Bowling Dixon would like to give a year in review to the Board and Patrons.

Interim Director Bowling Dixon gave an overview of the plans she has made at the Board's request for the Bullet Grant. She discussed using the small meeting room instead of the YA room for the new Tech Lab. Her proposal meets all three points of the grant letter.

[Action Item] RESOLVED that the Board of Trustees approve expenditure from the Bullet Grant

for the Tech Lab as presented by the Interim Director to the Board.

Motion: Trustee Jim Langlois. Seconded: Trustee Robert Karchawer. (Approved 5-0-0)

X. SRI Fire & Security Proposal.

Interim Director Bowling Dixon gave an overview of the proposal given to the library by SRI Fire & Security after their fire inspection. The Board requested that a second opinion of what in the plan is needed be procured, as well as a breakdown of the costs associated with the proposal. The Board requested that Interim Director Joslyn Bowling Dixon check how much the library paid for the same service the last time they inspected the library. The Board also suggested asking the local fire department to come for another inspection. Questions the Board would like answered are: What is a water gauge? How many are there? Do they actually need to be replaced? How often is this inspection? Are these inspections yearly?

XI. Approval of 2025 Holidays

[Action Item] RESOLVED that the Board approve a calendar for 2025 with holidays and closings which mirror the 2024 calendar, subject to change pending negotiations.

Motion: Trustee Michael Panzer. Seconded: Trustee Robert Karchawer. (Approved 5-0-0)

XII. Approval of Calendar of Events for 2025

[Action Item] RESOLVED that the Board approve 2025 Vote related dates as presented.

Motion: Trustee Jim Langlois. Seconded: Trustee Robert Karchawer. (Approved 5-0-0)

XIII. Appointment of Budget Committee

Trustees Emily Collado and Jim Langlois volunteered to be on the Budget Committee.

XIV. Committee Reports

a. Standing Committees

- i. Physical Resources Committee - None
- ii. Community Resources Committee - None
- iii. Human Resources – None
- iv. Sunshine Committee - None

b. Ad Hoc Committee

- i. Historical Society Committee- Nothing Further. Please see item IV. Presentation on Local History Journal
- ii. Bylaws Committee

XII. Reports from Partner Groups

a. Friends Liaison—Trustee Jim Langlois

The Friends Group will be having another speaker in March 2025.

Junior Friends Liaison—Trustee Tina Fortugno

Trustee Tina Fortugno reported in absentia that the Jr. Friends Group the Junior Friends Group had a lovely time giving out books at the tree lighting ceremony in town. The hope to have a trivia and/or open mic night in 2025.

XVII. Reorganization of Board Governance.

Trustee Bob Quinn announced his intentions to resign from the Goshen Public Library & Historical Society Board of Trustees effective December 31st. He has expressed that he is interested in remaining on the Historical Committee. Trustee Michael Panzer has offered to take over as Auditor of Bills as of now.

[Action Item] RESOLVED that the Board of Trustees accept Trustee Bob Quinn's Resignation effective December 31st, 2024.

Motion: Trustee Jim Langlois. Seconded: Trustee Michael Panzer. (Approved 5-0-0)

[Action Item] RESOLVED that the Board of Trustees accept Trustee Michael Panzer as Auditor of Bills Effective December 9th, 2024.

Motion: Trustee Robert Karchawer. Seconded: Trustee Bob Quinn. (Approved 5-0-0)

XVI. Executive Session for the Purpose of Discussing Personnel Matters

[Action item] RESOLVED that the Board enter executive session at 9:25pm

Motion: Trustee Michael Panzer. Seconded by: Trustee Jim Langlois. (Approved 5-0-0)

[Action item] RESOLVED that the Board exit executive session at 10:46pm.

Motion: Trustee Robert Karchawer. Seconded by: Trustee Jim Langlois. (Approved 5-0-0)

[Action item] RESOLVED that the Board end the meeting of December 9th, 2024 at 10:46pm

Motion: Trustee Robert Karchawer Seconded by: Trustee Bob Quinn (Approved 5-0-0)

Next Regular Meeting: Monday, January 13, 2025.

Submitted by: Emelia Estep, Clerk of the Board

Goshen Public Library and Historical Society
Statement of Activities
December 1 - 31, 2024 and YTD Jul 1, 2024 - June 30, 2025

	A	B	C	D	E	F	G	H	I	J	K	L	M	Q	T	U
1				MONTH				YEAR TO DATE				FULL YEAR		FULL YEAR		
2				Dec 24/25	Budget	Over/(Under) Bud	24/25 Act YTD	YTD Bud	Over/(Under) Bud	% of Budget	Budget 24/25	Debt 24/25	% of Budget			
3	Income															
4	Real Property Taxes	-	-	-	1,758,617	1,758,617	-	-	-	1,954,019	-	-	0%			
5	Real Property Taxes-Bond	-	-	-	-	-	-	-	-	-	496,194	-	-			
6	PILOT Revenue	-	5,083	(5,083)	-	30,500	(30,500)	0%	61,000	-	-	-	-			
7	RCLS Grants	-	417	(417)	5,350	2,500	2,850	53%	5,000	-	-	-	-			
8	Other Grants	-	83	(83)	-	500	(500)	0%	1,000	-	-	-	-			
9	Library Charges	419	458	(39)	1,856	2,750	(894)	67%	5,500	-	-	-	-			
10	Appropriated Reserve	-	-	-	-	-	-	-	-	40,000	-	-	-			
11	Friends of the GPLHS	775	208	567	775	1,250	(475)	62%	2,500	-	-	-	-			
12	Donations	-	-	-	-	-	-	-	-	-	-	-	-			
13	Interest Income	5,587	1,000	4,587	17,497	6,000	11,497	66%	12,000	-	-	-	-			
14	Total Income	6,781	7,250	(469)	1,784,095	1,802,117	(18,022)	99%	2,081,019	496,194	-	69%				
15	Expense															
16				(Over)/Under Bud			(Over)/Under Bud									
17	Total Salaries & Wages	77,500	87,176	9,676	496,479	566,646	70,167	88%	1,133,293	-	-	44%				
18	Employee Benefits															
19	FICA	4,774	5,405	631	30,374	30,073	(301)	101%	70,264	-	-	-	-			
20	Medicare	1,116	1,264	148	7,024	6,952	(72)	101%	16,433	-	-	-	-			
21	Worker's Compensation	-	667	667	3,905	4,000	95	98%	8,000	-	-	-	-			
22	Unemployment Insurance	111	833	722	1,435	5,000	3,565	29%	10,000	-	-	-	-			
23	Disability Insurance	(68)	583	651	(445)	3,500	3,945	-13%	7,000	-	-	-	-			
24	Health Insurance	13,661	16,417	2,756	80,508	98,500	17,992	82%	197,000	-	-	-	-			
25	Retiree Health Insurance	-	-	-	-	-	-	0%	-	-	-	-	-			
26	Vision Care	102	125	23	556	750	194	74%	1,500	-	-	-	-			
27	State Retirement	-	-	-	122,527	102,000	(20,527)	120%	102,000	-	-	-	-			
28	State Retirement-Arrears	-	-	-	-	-	-	-	-	40,000	-	-	-			
29	Direct Deposit Fees	248	100	(148)	1,612	600	(1,012)	269%	1,200	-	-	-	-			
30	Total Employee Benefits	19,944	25,394	5,450	247,496	251,375	3,879	98%	453,397	-	-	55%				
31	Library Materials/Services															
32	Books - Adult	977	3,500	2,523	19,631	21,000	1,369	93%	42,000	-	-	-	-			
33	Books - Teen	30	500	470	561	3,000	2,439	19%	6,000	-	-	-	-			
34	Books - Juvenile	53	1,333	1,280	2,595	8,000	5,405	32%	16,000	-	-	-	-			
35	Reference Databases	-	358	358	2,303	2,150	(153)	0%	4,300	-	-	-	-			
36	Serials	-	667	667	3,889	4,000	111	97%	8,000	-	-	-	-			
37	AV	-	333	333	1,915	2,000	85	96%	4,000	-	-	-	-			
38	AV - Audio Books	-	333	333	509	2,000	1,491	0%	4,000	-	-	-	-			
39	AV - Audio Music	-	83	83	-	500	500	0%	1,000	-	-	-	-			
40	Museum Passes	265	150	(115)	1,190	900	(290)	132%	1,800	-	-	-	-			
41	E Content	-	1,583	1,583	9,415	9,500	85	99%	19,000	-	-	-	-			
42	Total Library Materials/Services	1,325	8,842	7,517	42,008	53,050	11,042	79%	106,100	-	-	40%				
43	Building															
44	Equipment	-	200	200	-	1,200	1,200	0%	2,400	-	-	-	-			
45	Building Repairs/Improvement	-	833	833	2,365	5,000	2,635	47%	10,000	-	-	-	-			
46	Utilities	4,351	4,167	(184)	25,614	25,000	(614)	102%	50,000	-	-	-	-			
47	Insurance	3,497	3,433	(64)	21,800	41,200	19,400	0%	41,200	-	-	-	-			
48	New Building- Generator	-	-	-	-	-	-	0%	-	-	-	-	-			

Goshen Public Library & Historical Society
Statement of Cash Position
Capital Fund at 12/31/24

Cash accounts	Balance
Community Foundation of Orange & Sullivan (CFOS)	61,637.14
Total cash available	\$ 61,637.14

NO CAPITAL ACTIVITY

Director's Report

Six Month Check In

As I close in on my six months here at Goshen, I thought January would be a suitable time to review my progress to date on the Open Matters items presented to me when I first began in July 2024.

Original Open Matter: Assemblyman Brian Mahr Grant

The office called on May 14 to confirm we have received the \$20K in funds. Someone needs to call Damen at 518.455.4821 and tell him we got the funds and due to some delays (?) we will be implementing later this summer. _____ has been working on this with me. He is stretched too thin. The website should launch at the end of May freeing him up to finalize the tech lab. A letter of appreciation similar to what was sent to Senator Skoufis (see February board package) has to be sent to him. If don't spend it by June 30 – create a reserve to bring over the \$27,500 for FY2025.

Progress to Date: Confirmed receipt of Bullet Grant funds (received March 2024), and funds are available to use. In December 2024, I presented a revamped purchase plan and budget to make more Tech Lab maker space focused and proposed that the lab be located in the current small meeting room on the first floor. Revamped plan and location for Tech Lab approved by board at December 2024 meeting.

Reviewed responsibilities of IT Director and concurred that some areas too broad of reach for one person/department to manage. With board approval, moved to contract out our webpage maintenance, review of potential contractors currently in progress. In addition, the contractor operations piece was rehomed to Facilities. With board approval and working with HR, installed an

Interim IT Director as we tweak and update the position going forward.

Original Open Matter: Technology Contract with RCLS

Library is being asked to renew for year 3 of a 5 year contract. The contract can be reduced by 50% this year, but need to alert RCLS to this by June. Nyack PL will explain how they transitioned from full service to partial service. Determination has to be made if new tech lab equipment will come under this contract.

Progress to Date: The updated plan is to continue our IT contract with RCLS. The IT support, consortium purchase discounts, scheduled hardware updates, e-rate discounts, and training opportunities make the investment in the IT contract with RCLS worthwhile and beneficial relative to the cost. The tech lab equipment will not be under the RCLS IT contract. It was purchased with grant funds which would not include or require a contracted warranty (such as an RCLS IT contract) which would provide replacements, repairs or upgrades.

Original Open Matter: HVAC Contracts

Automated Logic (September contract) and Armistead (September?) have to be re-upped. Consider whether you want to go back to CR Wolfe instead of Armistead.

Progress to Date: Reviewed options and recommended continuing with Armistead. Board approved Armistead contract at October 2024 meeting.

Original Open Matter: SAMS GRANT

Final affidavit has to be prepared, approved by Board, signed by President and submitted. There is still a balance of \$1200, ie, funds that have to be spent. There is one potential Generac bill still outstanding. The affidavit is a change in the process. We no longer have to submit copies of all the supporting documentation. For example, pictures of blank walls, now pictures of security cameras. There is a spreadsheet that shows the expenditures to date on the top of the stack of grant paperwork on my desk.

Progress to date: Will review with Finance to determine if there are still outstanding bills. I was able to work with previous IT Director to get generator contractor to return to the library free of charge to complete needed wiring repairs. With board approval, set aside half day in October 2024 to close the library so that power could be shut down, repair could be completed, power rebooted, and repairs tested. The test was a success, and the generator has been in working order ever since the day of the repair. Working with the Facilities Manager we have also established a weekly test run of the generator to ensure that it continues to be ready to function as expected when needed.

Original Open Matter: LANDSCAPING

The work should be bid out to prevailing wage contractors. We have been using ___ without a contract. He doesn't pay prevailing wage. I was going to get some teen volunteers and weed the gardens as he doesn't do weeding.

Progress to Date: In August, working with our custodian, reviewed 3 landscape contractors with established prevailing wage practices. Presented options at August board meeting; recommended local contractor Billco. Scheduled end of summer library campus clean up, then presented Billco's proposed landscaping contract, at September Board meeting to include board requests of no chemicals to be used in weeding and leaf pick up. Board approved moving forward with Billco contract at the October 2024 meeting.

Original Open Matter: CSEA

All correspondence is in the bottom drawer of my desk near the window.

Progress to Date: working with Board Contract Negotiation Team and union representatives, began contract negotiations in July 2024. Negotiations are ongoing.

Original Open Matter: PERSONNEL

Raises and reviews, if doing, should be starting in order to finish by June 30. There is a spreadsheet with forecasted raises. I'll send it to Bill.

----- has to be relocated out of the admin office due to her page status.

Progress to Date:

Salaries will be determined when new union contract is ratified. In the interim, working with HR and Finance and with board approval, I have been able to resolve some pay equity issues, revamped the organizational chart, tweaked titles and responsibilities, and have been able to provide some modest raises as appropriate. Drawing on my prior experiences in a union environment, I recalled that the library would be allowed to work an employee out of class on a temporary basis with appropriate compensation and we were able to retain the employee in an interim capacity until the position was permanently filled.

Original Open Matter: CUBESMART STORAGE UNIT

The back room with the water heater was cleaned out in anticipation of moving back the items stored offsite at \$400 a month at CubeSmart. There is a folder on Sandra's desk labeled CubeSmart. In it is a list of items stored in the rental storage unit. Obviously the shelving and replacement carpet and ceiling tiles (and similar) building part should be retained. But we are also storing caulk and 5 year old paint and other things that should be sorted to see if worth the money to store. The Library has been paying for this unit for at least 3 years – when if the children's storage had been consolidated and cleaned up this could have been an avoided expense.

Progress to Date: Reviewed with custodian. Will have update on next steps at the February 2025 board meeting.



RAMAPO
CATSKILL
LIBRARY
SYSTEM

MEMO

To: Directors
From: Stephen Hoefler, Chief Financial Officer
Subject: 2024 Senate Bullet Aid
Date: 12/31/24

The enclosed check represents payment for **2024 Senate Bullet Aid**. These funds should be used to expand Youth Programming. Please deposit the check as soon as possible.

This payment must be included in the Annual Report on line 11.5, "Additional State Aid received from System".

- Add a note to indicate "2024 Senate Bullet Aid"

Please share this with the person responsible for completing the financial sections of the annual report.

If you have any questions, please do not hesitate to call.

Thank you.

**RAMAPO CATSKILL LIBRARY SYSTEM
GENERAL ACCOUNT**

619 RTE 17M
MIDDLETOWN, NY 10940

ORANGE BANK & TRUST COMPANY

845-341-5000 ORANGEBANKTRUST.COM
WORTHY OF TRUST SINCE 1892
MEMBER FDIC

17744

50-247/219
12/29/2024

PAY TO THE ORDER OF Goshen Public Library & Historical Socie.

\$**10,000.00

Ten Thousand and 00/100*****

DOLLARS

Goshen Public Library & Historical Societ
366 Main St.
Goshen, NY 10924

MEMO 2024 Senate Bullet Aid



⑈017744⑈ ⑆021902475⑆ 8116608⑈

Goshen Public Library & Historical Socie.

Date	Type	Reference	Original Amt.	Balance Due	12/29/2024 Discount	17744 Payment
12/28/2024	Bill	2024 Bullet Aid	10,000.00	10,000.00		10,000.00
					Check Amount	10,000.00

Checking - OBT Op x 2024 Senate Bullet Aid 10,000.00

Details on back. Security Features Included

Memorandum

To: Board of Trustees

From: Ruth Mallard, Adult Services & Charles DeYoe, Adult Programming

Date: January 8, 2024

Re: Adult Services Department November 2024 report

REFERENCE SERVICES

The Adult Services staff answered over 400 questions this past December. We helped patrons print and scan documents and assisted with technology questions. December is often a slow month, but we still fielded questions ranging from nutrition to classical mythology, astronomy to military history. Frieda McFadden and other thrillers are perennially popular, but patrons also look for romances, literary fiction and nonfiction works. We helped patrons with self-guided learning through Great Courses sets, and helped them find test prep materials to advance their education and careers.

Select Adult Collections Circulation	2024	2023
New Fiction	524	558
New Nonfiction	176	147
Fiction	952	786
Nonfiction	613	544
Large Print	391	340
Audiobook	81	135
DVDs	347	527
Videogames	108	118
Puzzles & Board Games	43	27
Museum Passes	4	7

Programming report – December 2024 to January 10, 2025

December is typically a slower month in public libraries as most patrons are busy preparing for the holidays. As such, most of the programs in December were more low-key than in previous months. Our two biggest programs were holiday music concerts: one from Hudson Valley Enchanted Winds and another from the Goshen High School Music Department. The Hudson Valley Enchanted Winds concert on 12/11 at 3:00pm drew a modest crowd of 16 attendees, but the performers were impressed that audience included parents with children as they typically don't get children in the audience.

The Goshen High School Music Department performed two concerts on December 18, one at 11:00 which had 39 attendees and another at 1:00 which had 20. The High School was extremely grateful for allowing them to perform twice – initially they were going to only perform once as they travelled around Goshen to play at different places, but the venue they had planned after us ended up not working out. I think this was a great example of the library supporting the school and bringing students together with the community at large.

Unfortunately, the poor weather throughout the month of December caused some cancellations. The library closed early on 12/20 which caused the cancellation of the writer's group. It seemed like this would have been an especially well-attended meeting but hopefully the writers will be back for the January meeting. Our drop-in card making program didn't draw any attendees but even though the library was open, the weather was poor

Our extremely laid back "Color & Craft" program had a couple of attendees on December 27 who seemed to appreciate having a place to just color and draw, away from the hullabaloo that surrounds the holidays at home.

For January, we've started a "Public Domain Celebration" series where we'll show movies whose copyright has recently expired and are now freely available. We're finally starting to get films from the sound era, so these are movies with a broader appeal than what's entered the public domain in years past. We'll be showing Mickey Mouse cartoons, the first Marx brothers film, the first Hitchcock film, and a couple others. It remains to be seen what the response will be, but this is an important way the library can spread awareness about intellectual property and multimedia works that can now be shown, remade, or used in any way without fear of upsetting a rights holder.

We've also officially started Horror Book Club, the library's fourth book club. The first meeting was on the smaller side (4 attendees) but everyone was extremely enthusiastic and I expect meetings to grow as the year goes on. At the end of the month, we're starting a Mahjong series aimed at beginners interested in learning the game. This has already been shaping up to be extremely popular and should serve as the basis for an ongoing Mahjong club going forwards.

To: GPLHS Board of Trustees

From: Local History Room

Date: December 2024

Phone Calls: 4

Emails Received: 5

Visitors: 10

Collection Accessions Completed in Past Perfect: 319

The month of December in the Local History Room was busy and had some interesting inquiries. Head of Local History, Ann Roche was unfortunately absent due to a medical leave, but we are all glad she is well and, as of this report, is back at her desk. Showcase exhibits for the Holiday Season and the Goshen Fire Dept. were completed during the month by our volunteer Liz Digiorgio. Liz also almost single handedly decorated our space for the Holidays. On December 2nd we began offering the newly released GPLHS publication, The History Journal. During the month we successfully completed 49 offerings to patrons and room visitors. Two visitors during the month were of particular interest. Two direct descendants of the Haight family, the original owner of the land on which our library now stands, came in on December 23rd to review of files and information on that subject. On December 26th an individual inquired about a member of the Bull family, a Spencer Bull (1889-1936) who according to the researcher was sort of a “black sheep” of the family. Don Aitchison also suggested this researcher visit the Orange County Genealogical Society to review their collection of reference material about one of Orange County’s original settlers.

Prepared by:

Donovan Aitchison, Local History Clerk for Ann Roche, Head of Local History.

Memorandum

To: Board of Trustees

From: Karen Golding, Head of Children's and Young Adult Services

Date: January 3, 2025

Re: Young Adult Department December 2024 report

This month we wrapped up our regular monthly Young Adult Programming. Our teens had a great time playing board games in our tabletop gaming group and decorating votive candle holders in our monthly DIY group. We also wrapped up our wildly successful READ to a dog program for the year this month. All of these programs will continue in 2025 as we begin to build some continuity in our programming schedule. New, special programs will continue to be added periodically but I believe that offering continuous monthly programming will result in better attendance and engagement.

Plans for the 2025 programming schedule are complete, and we are excited to offer many fun programs related to the Game On theme. We will continue to hold our monthly board game group, monthly DIY crafting group and biweekly chances to read to a dog. In addition, we will be adding a monthly food challenge program in 2025. We are looking forward to a fun and exciting start to the new year in YA!

We are excited to welcome a new member to our Children's staff, Krystal Coleman, is a new library assistant in Children's services. Krystal has a broad range of experience in art, teaching, technology and working with children. She is eager to learn more about library work and is excited to collaborate with the rest of the staff in planning and executing programs. I am confident that she will be a valuable addition to our staff.

As we close the year I would like to take this opportunity to thank the Board and the Director for their support this year. While we experienced some challenges this year, I believe that we worked well together and continued to provide the best possible service to our patrons. We look forward to continuing to work with you in the coming year and to continuing to provide exceptional programming and services to our community.

December 2024 Stats

Memorandum

To: Board of Trustees

From: Amber Kirkwood, Director of Youth Programming and Community Engagement

Re: Youth Services Monthly Report

December was a slow and snowy month. As we wined down, it was nice to end with a bang and enjoy time with our family and friends. We had several programs and passive activities that were successful. My Elf Sleigh In was a lot of fun and it was great to collaborate with The Goshen Chamber of Commerce and Olivero Realty whom both helped in sponsoring the event. The kids had a great time, designing their sleighs, creating their Elf name, eating their “Spaghetti n Candy Cupcakes” and having constant refill of popcorn throughout the film that our Elfs supplied. I look forward to this being an annual holiday event. Speaking of annual events, Lynn had her Cocoa Party where kids were able to make their very own, perfect hot chocolate. She provided them with lots of delicious flavors and mix in options like peppermint spoons, marshmallows, which provided happy kids with warm happy tummies. Holiday Family Groove was also well attended, and families of all ages learned some new dance moves and some kids even created their own!

184 non-program questions, 50 program-related questions, and 22 directional questions were answered.

Program Attendance:

Storytimes:

Sensory Storytime :
December 7th - 11

Asynchronous:

December Scavenger Hunt – 70

Reading Challenge:

Winter Bingo – 54
Fall into Reading - 8

Specials:

Elf Sleigh In - 33
Cocoa Party - 55
Holiday Groove - 21

Fetching Reads - R.E.A.D to a Dog :

December 5th – 8
December 19th - 15

Community Engagement:

Toys for Tots – 76 Toys donated

Future Plans and Ideas:

In a few weeks we'll be starting programming for our theme of "Game On at Goshen". Our first official special program is a Family Puzzle Race, Puzzle Palooza! We are hoping to have 10 teams of 5 working together to complete a fun puzzle, first to finish gets a grand prize. Though most of our programs center around gaming, I also want to highly feature Black History Month and plan on working with Amy, the Goshen Intermediate librarian to create a program for 100 Days of School. I'm really enjoying collaborating with the community as this is one that loves to participate and has a lot to offer. Lynn is having her well attended STEM program on Mondays and taken over Wee Read, a storytime for babies. Rosa is having great success with her Sensory Storytime which is now consistently the first Saturday of every month as well as her popular Bilingual Storytime. Kathy is having her highly favored Toddletime and decided instead of having two, to try a new program called Tunes and Tales. I believe I mentioned before, I already know this will be a hit as Kathy is an

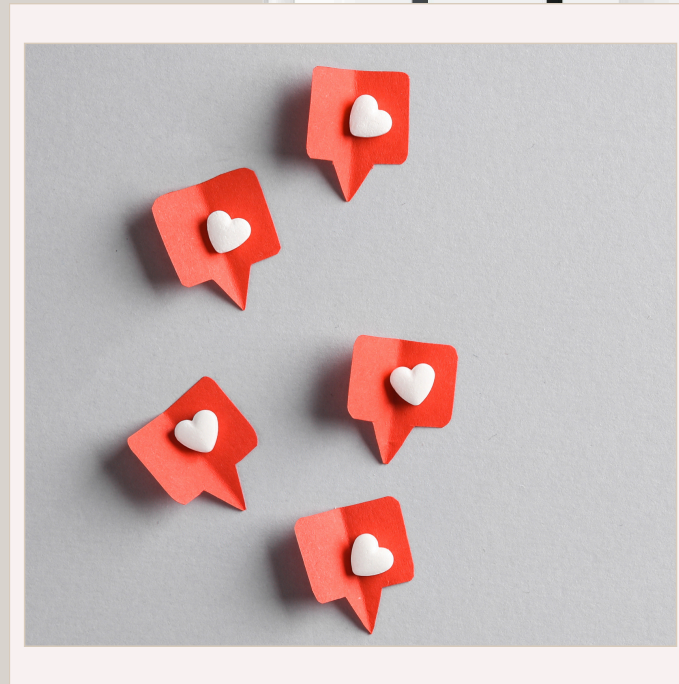
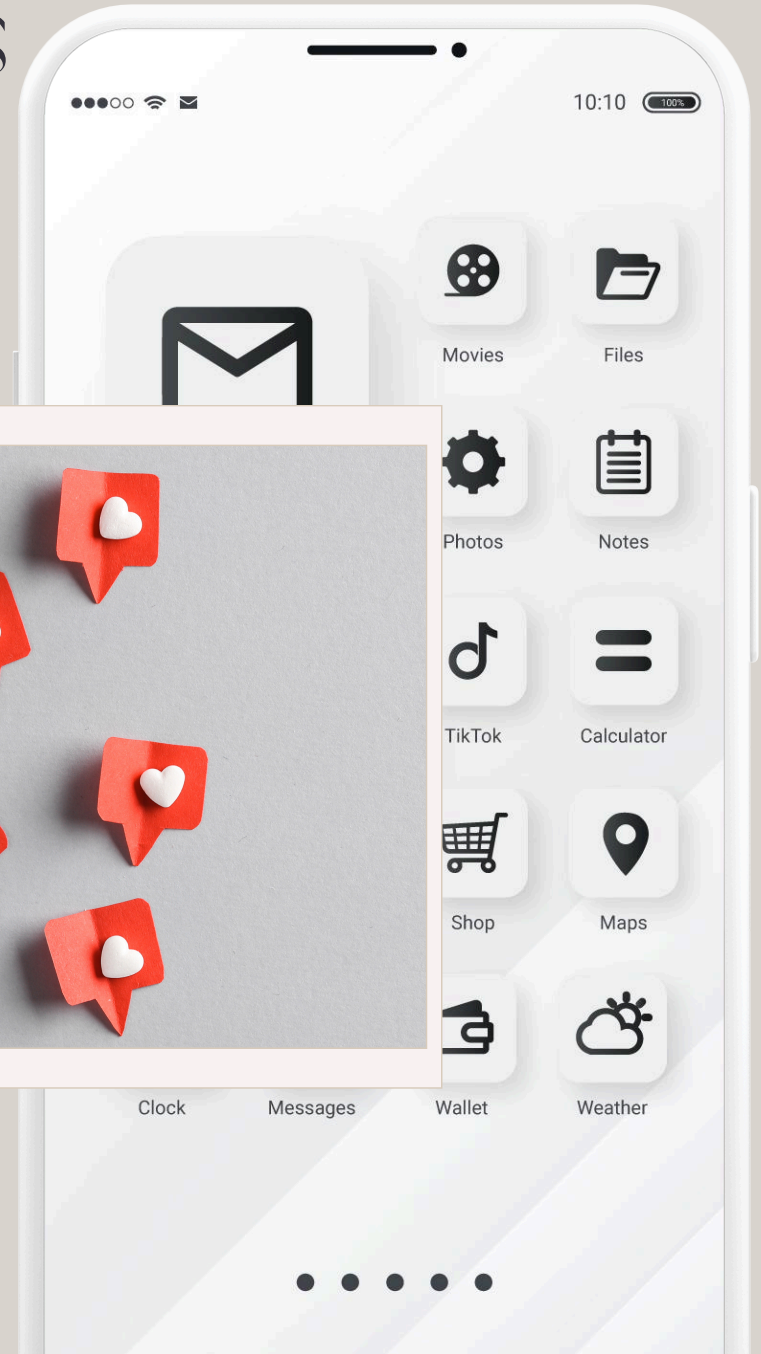
amazing performer. I'm excited to have beautiful music throughout the Just for Kids area. Karen continues to have great success with the Fetching Reads program and has lined up several dates and sessions per month for the whole season. Clarisa, a long term part timer with us is having a new weekly program centered around Pokemon. She did a great job at creating very different focused and fun activities each week. We also have the addition of a new employee named Krystal. She is very professional, helpful and kind and we are speaking about having her lead programs starting next season. In the meantime, shes been very helpful with patrons and creating beautiful decorations for the Just for Kids Area.

Submitted by Amber R Kirkwood – Director of Children’s Programming and Community Engagement



MARKETING & COMMUNICATIONS

Monthly Report Presentation
Board Meeting Date January 13, 2025



www.Goshenpubliclibrary.org



kitty@goshenpubliclibrary.org

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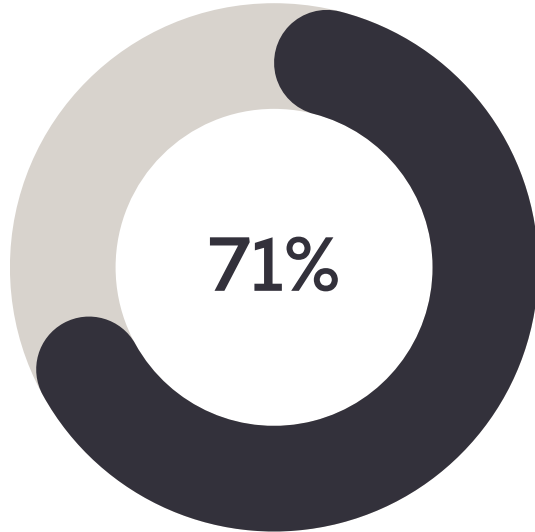
- 01 SOCIAL MEDIA INSIGHT
FACEBOOK
- 02 SOCIAL MEDIA INSIGHT
INSTAGRAM
- 03 MONTHLY PROGRAM
DISTRIBUTION
- 04 PROGRAM CATEGORY
DISTRIBUTION
- 05 SOCIAL MEDIA INSIGHT

06 THANK YOU



SOCIAL MEDIA INSIGHT

FACEBOOK



content interaction up 71.6%

October 2024

2.9K FOLLOWERS

15.5k views

3.9K PAGE REACH

12 posts

124 CONTENT INTERACTION

8 post interaction

December 2024

12.9K FOLLOWERS

4.6k views

8.4K PAGE REACH

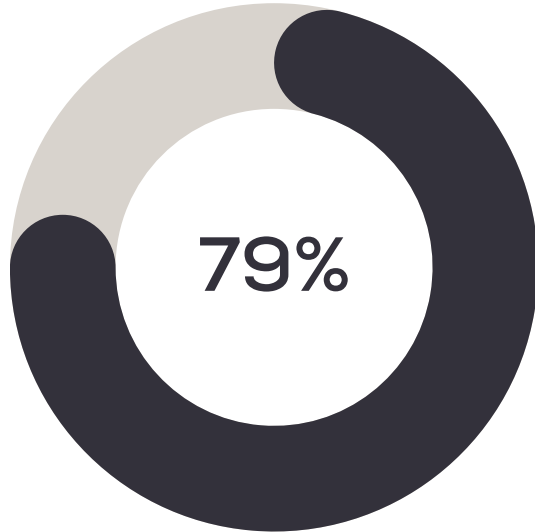
31 posts

568 CONTENT INTERACTION

11 post interaction

SOCIAL MEDIA INSIGHT

INSTGRAM



content interaction up 79.4%

October 2024

1.3K FOLLOWERS

1.6k views

522 PAGE REACH

7 posts

35 CONTENT INTERACTION

2 post interaction

December 2024

1.3K FOLLOWERS

4.6k views

647 PAGE REACH

22 posts

244 CONTENT INTERACTION

10 post interaction

MONTHLY PROGRAM DISTRIBUTION

Total Events 54

Confirmed
Registration 177

Wait List
Registration 13

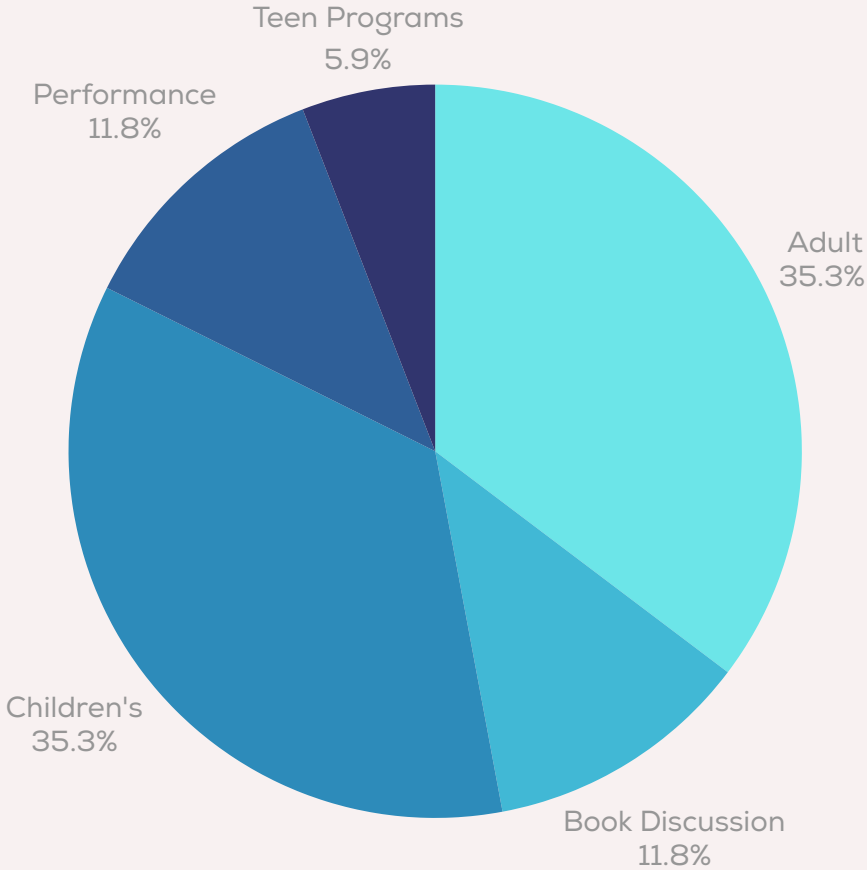
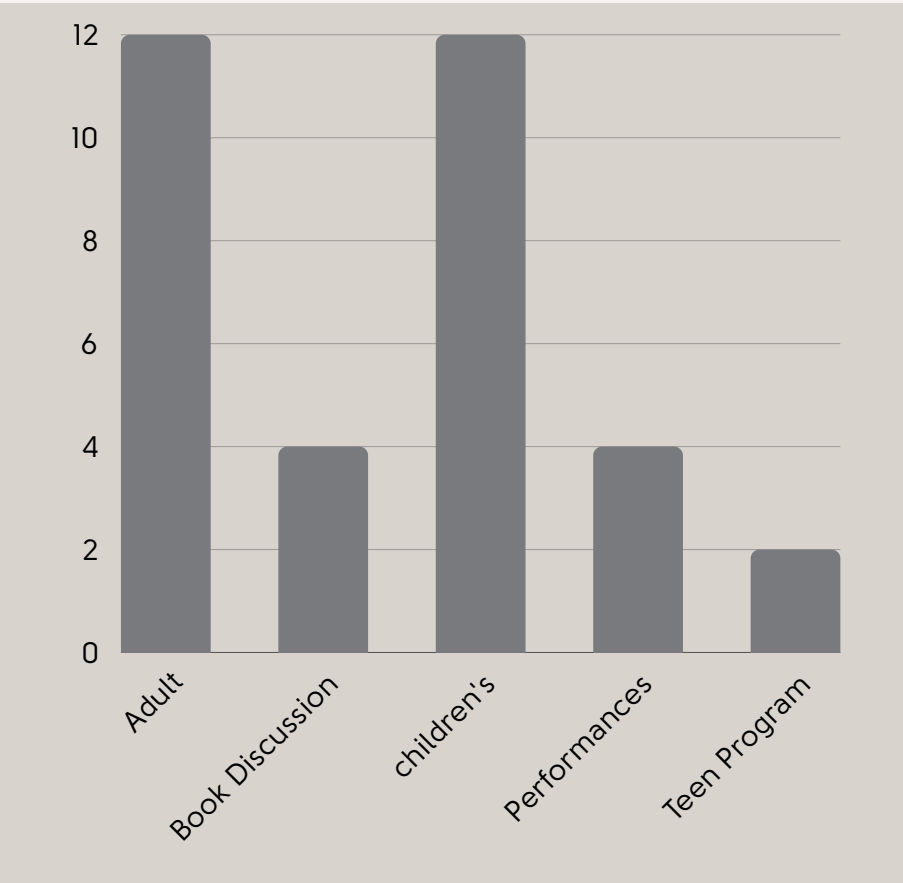
Cancelled
Registrations 12

Actual Attendance
173

Anticipated
Attendance 20

Confirmed
Attendance 5

PROGRAM CATEGORY DISTRIBUTION





THANK YOU

THANK YOU

DECEMBER 2024



www.Goshenpubliclibrary.org

✉ kitty@goshenpubliclibrary.org



TERMS AND CONDITIONS

The Work Authorization, together with these Terms and Conditions, constituted the entire agreement (“Agreement”) of the parties.

1. This Agreement is for work performed on this Work Authorization only. If Customer wants Davis Ulmer Sprinkler Inc including but not limited to any of its Divisions (All State Fire and Security, Grunau Fire Protection, Flannery Fire Protection, Cogswell Fire Protection, Eastern Fire Group, Ellis Fire Protection, Beach Lake Sprinkler, Rich Fire Protection, Reliance Fire Protection, SRI, One Source Security) hereafter “Company”, to make any additional repairs, alterations or replacements as a result of the work performed, the Company will do so for additional compensation to be agreed upon in writing by the parties. Company is responsible for the new work only. Testing required of the old or existing fire protection system will be done as an additional charge unless otherwise specified.

2. The Company does not know and does not represent that the current fire protection system on the property of Customer (“Property”) was originally designed and installed in such a way that the system will perform as originally intended or is suitable and sufficient for its intended purpose given the way in which the Property has been or will be used. In other words, the Property may have been or may be used in ways such that the configuration of partition walls, the location of and types of materials (including the presence of hazardous materials) and other conditions of the Property’s use such that the fire protection system is adequate, insufficient or unsuitable for the Property. Customer assumes full responsibility for the condition of existing equipment and for water and other damage resulting directly or indirectly from such condition or application of test or flushing pressures.

The Company is NOT responsible for any damages due to: (1) incompatibility of materials within or external to CPVC piping system placed by others, or, (2) corrosion or deterioration of piping due to Customer’s water supply, atmospheric conditions, soil quality, or any other condition at Customer’s facility that adversely affects the integrity of the fire protection system.

THIS AGREEMENT IS NOT A GUARANTEE OR WARRANTY THAT THE SYSTEM WILL IN ALL CASES (A) PROVIDE THE LEVEL OF PROTECTION FOR WHICH IT WAS ORIGINALLY INTENDED, (B) IS FREE OF ALL DEFECTS AND DEFICIENCIES, (C) AND IS IN COMPLIANCE WITH ALL APPLICABLE CODES. Customer agrees that it has not retained Company to make these assessments unless otherwise specifically indicated.

3. The Company will be permitted, at all reasonable times, to enter the Property to conduct the work as outlined in this Agreement. Company warrants all material furnished hereunder to be free from defects in workmanship and materials provided Customer notifies Company in writing of such defect within Ninety (90) days from acceptance of the work. Company’s sole obligation on any warranty claim is limited to replacement or repair of the defective part or material. No other express warranty is given and no affirmation of “Davis Ulmer Fire Protection Company” by words or actions shall constitute a warranty. THIS LIMITED WARRANTY IS EXPRESSLY IN LIEU OF ANY OTHER EXPRESS OR IMPLIED WARRANTIES, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTY OR MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE.

4. TO THE FULLEST EXTENT PERMITTED BY LAW, CUSTOMER AGREES TO DEFEND, INDEMNIFY AND HOLD HARMLESS COMPANY AND ITS OFFICERS, DIRECTORS, EMPLOYEES,



AGENTS, PARENT COMPANY, SUBSIDIARIES AND AFFILIATES, (HEREINUNDER REFERRED TO AS "INDEMNIFIED PARTIES") FROM AND AGAINST ANY AND ALL CLAIMS, DEMANDS, LOSSES, EXPENSES OR LIABILITIES OF ANY KIND, INCLUDING ATTORNEY'S FEES, (HEREINUNDER REFERRED TO AS "DAMAGES") ARISING IN WHOLE OR IN PART FROM THE NEGLIGENCE OR FAULT OF CUSTOMER.

5. IT IS UNDERSTOOD AND AGREED BY CUSTOMER THAT COMPANY IS NOT AN INSURER, THAT CUSTOMER SHALL OBTAIN THE TYPE AND AMOUNT OF INSURANCE COVERAGE WHICH IT DETERMINES NECESSARY, AND THAT THE AMOUNTS PAYABLE TO THE COMPANY HEREUNDER ARE BASED UPON THE VALUE OF SERVICES RENDERED AND ARE UNRELATED TO THE VALUE OF CUSTOMER'S PROPERTY, THE PROPERTY OF OTHERS LOCATED ON CUSTOMER'S PREMISES, OR ANY POTENTIAL LIABILITY OR DAMAGE TO CUSTOMER ARISING OUT OF THE WORK PERFORMED BY COMPANY. CUSTOMER ACCORDINGLY AGREES THAT THE SOLE AND EXCLUSIVE LIABILITY OF COMPANY, ITS OFFICERS, DIRECTORS, EMPLOYEES, PARENT COMPANIES, SUBSIDIARIES, AFFILIATES AND AGENTS ARISING OUT OF OR IN ANY WAY RELATING TO OR CONNECTED WITH THE WORK PERFORMED BY THE COMPANY SHALL BE LIMITED TO THE LESSER OF \$1,000 OR THE PRICE OF THE WORK PERFORMED BY THE COMPANY. THIS LIMITATION OF LIABILITY SHALL APPLY TO ALL CLAIMS, DEMAND'S, LOSSES, EXPENSES OR LIABILITIES OF ANY KIND, INCLUDING ATTORNEY'S FEES, (HEREINUNDER REFERRED TO AS "DAMAGES"), SUSTAINED BY CUSTOMER OR ANY OTHER PARTY CLAIMING BY OR THROUGH CUSTOMER, AND SHALL APPLY REGARDLESS OF WHETHER SUCH "DAMAGES" ARE ACTUALLY OR ALLEGEDLY CAUSED BY NEGLIGENCE, PRODUCT LIABILITY, BREACH OF CONTRACT, BREACH OF WARRANTY, BREACH OF VIOLATION OF A STATUTE, ORDINANCE, GOVERNMENTAL REGULATION STANDARD OR RULE OR OTHER FAULT OF COMPANY, ITS OFFICERS, DIRECTORS, EMPLOYEES, AGENTS, PARENT COMPANIES, SUBSIDIARIES AND AFFILIATES.

6. CUSTOMER AGREES TO REQUIRE ITS INSURANCE POLICIES TO BE ENDORSED SO AS TO WAIVE ALL RIGHTS OF SUBROGATION AGAINST COMPANY.

7. While the Company will make every reasonable effort to prevent the discharge of water into or onto areas of landscaping, decorative pavement, etc., it is the Customer's responsibility to provide sufficient and readily accessible means to accept the flow of water that may be required by tests as determined by the type of inspection. Customer is to provide any interim or temporary fire protection required during shutdown of existing fire protection system.

8. This Agreement may not be assigned by Customer without the written consent of the Company.

9. Neither party shall be liable to the other for indirect, incidental, consequential or punitive damages arising out of the work.

10. If payment for work provided in this Agreement is not received by the Company within 30 days from the Customer's receipt of an invoice for the work, Customer shall pay an interest at the rate of 1 1/2% per month on all past due sums, together with all costs of collection, including attorney's fees.

11. The Company is not a Disadvantaged Business Enterprise. Furthermore, no DBE, MWBE or other minority program participation goals or requirements are included or inferred. Should this project involve DBE, MWBE or other minority program participation goals or requirements please advise in writing



DAVIS-ULMER SPRINKLER COMPANY INC.

1060 Central Avenue
Albany NY. 12205

Proposal: FQ2411181821

regarding the specific nature of those goals or requirements and specifically how they impact the Company.

12. If any provision hereof shall be invalid, the remaining provisions shall survive and be enforceable against the parties. The law of the state where the work is performed will govern. This Agreement supersedes all prior agreements. This Agreement may be modified only by a written instrument signed by both parties.

13. COVID-19: Due to the existing pandemic involving COVID-19 and the constantly evolving situation, which includes shut downs of definite and indefinite durations by the federal, state, and local governments, quarantines, business shut downs, transportation interruptions, disruptions in the supply chain of certain materials, supplies, or equipment, disruptions to public services, temporary suspensions of work on site, or the unavailability or reduced availability of manpower, the parties agree that if Subcontractor (DUFFP) is hindered, prevented or delayed at any time in the commencement or progress of the work for a cause arising from or related to COVID-19, including but not limited to any of the examples above, Subcontractor shall be entitled to an extension of the Contract time. Furthermore, Subcontractor shall be entitled to additional compensation for increased costs associated with the high demand for specified materials, for increased costs associated with any proposed substitute approved by Contractor or Owner, or any other similar cost increase outside the control of Subcontractor.

Authorized Signature _____ **Date:** _____

Print Name: _____ **PO#:** _____



SRI Fire
1060 Central Avenue
Albany, NY 12205
Phone: 518-459-2776

Invoice #: 1052-F308101
Invoice Date: 10/29/2024

Customer PO Astea Contract No. Astea Service No. AX Project No. Customer No. Terms
CONTAX105729_1 1052-0294057 1052-C023849 Due Upon Receipt

Bill To: Goshen Library & Historical Society
366 Main St
Goshen, NY 10924-1614

Project Site: Goshen Public Library & Historical Society
366 Main St
Goshen, NY 10924-1614

Project Description: GOSHEN LIBRARY & HISTORICAL SOCIETY SP FP BF INSPECTION - 1Y
Salesperson: Atkinson, Katie A
Primary Field Tech:
Project Manager: Atkinson, Katie A

Signed by:

Description	Amount
Fixed Price	931.00

Problem Resolution: October 2024

Gross Amount this Invoice \$931.00

Please Remit Payment to: Total Amount Due this Invoice \$931.00

Address for U.S. Postal Service (USPS)
SRI Fire
PO Box 412007
Boston, MA 02241-2007

Pay This Amount ➔ **\$931.00**

Customer #: 1052-C023849 Invoice #: 1052-F308101

Service Simplified:
Pay your bill Online at www.srifire.com

Thank You for Your Business!!

Wet Fire Sprinkler System Inspection Report



Location Code: LRIDDII

Contact: Kathleen

Contact Address: 366 MAIN ST
GOSHEN, NY 10924-1614

Phone: 845-294-6606

Email: clemmer@reels.org;
gustavo@goshenpubliclibrary.org

Property Evaluated: Goshen Public Library & Historical
Society (Educational)
366 MAIN ST
GOSHEN, NY 10924-1614

Description: Wet ((3) Wet Systems)

Work Order: SV12410030188/1

Company: SRI Fire & Security
NYS Fire Alarm License 12000063334,
Expires: 6/30/2024

Address: 25 Post Rd #4
Albany, NY 12205

Company Phone: 518-273-7377

Inspector: John Oles
NOT REQUIRED

Date of Work: 10/16/2024

Frequency: Annual

Tag: 1052-0294057

Deficiency Summary

Status: Open

Control Valves: System, No. of Valves: 4, Type: OS&Y

Additional Info: Backflow #1-4" / Backflow#2-4" / Jockey Pump Suction-1.25" / Jockey Pump Discharge-1.25" / Pump House-1.25"

Easily Accessible: Yes.

Signs?: No. Installation Contractor To Provide

Valve in proper position?: Yes.

Secured?: Yes.

Supervision Operational?: Yes.

NFPA 25-2017 13.3.1

Each controlvalveshall be identified and have a sign indicating the system or portion of the system it controls

Status: Open

Control Valves: Pump, No. of Valves: 7, Type: BFV

Additional Info: Fire Pump Discharge / System Main Control / Bypass#1 / Bypass#2 / Flow Meter#1 / Flow Meter#2 / Test Header / 4" BFV

Easily Accessible: Yes.

Signs?: No. Installation Contractor To Provide

Valve in proper position?: Yes.

Secured?: Yes.

Supervision Operational?: Yes.

NFPA 25-2017 13.3.1

Each controlvalveshall be identified and have a sign indicating the system or portion of the system it controls

Status: Open

Control Valves: System, No. of Valves: 2, Type: BFV

Additional Info: 1st flr / 2nd flr / 4" BFV

Easily Accessible: Yes.

Signs?: No. Installation Contractor To Provide

Valve in proper position?: Yes.

Secured?: Yes.

Supervision Operational?: Yes.

NFPA 25-2017 13.3.1

Each controlvalveshall be identified and have a sign indicating the system or portion of the system it controls

Status: Open

c. Do fire pumps, gravity, surface and pressure tanks appear to be in good external condition and properly maintained?

3YRS Tank Inspection Due

NFPA 25-2017 8.2.1; 9.2.4.1

The purpose of inspection shall be to verify that the pump assembly appears to be in operating condition and free from physical damage. The exterior of the tank, supporting structure, vents, foundation, catwalks or ladders, where provided, shall be inspected quarterly for signs of obvious damage or weakening.

Status: Open

d. Has the five years hydrostatic test been performed on piping from the fire department connection to the fire department check valve

5YRS Due

Status: Open

c. Is the Hydraulic Name Plate, if required, securely attached and legible?

Installation Contractor To Provide

NFPA 25-2017 5.2.5.1

A hydraulic design information sign that is missing or illegible shall be replaced.

Status: Open

a. Do all gauges appear to be in good condition and read within normal range?

Gauges Over 5yrs

NFPA 25-2017 13.2.7.1.2

Gaugesmonitoring water pressure shall be inspected quarterly to verify that normal water supply pressure is being maintained.

Status: Open

b. Has there been an internal inspection of the piping within the last 5 years?

5yrs Due

NFPA 25-2017 14.2.1.1

An assessment of the internal condition of piping shall be conducted shall be conducted at a minimum of every 5 years or in accordance with 14.2.1.2 for the purpose of inspecting for the presence of foreign organic or inorganic material. 14.2.1.2 Where an assessment frequency has been established by an approved risk analysis, the assessment shall be performed at a frequency determined by the approved risk analysis.

Status: Open

d. Are all of the gauges dated within 5 years or compared to a calibrated gauge?

5yrs Due

NFPA 25-2017 13.2.7.2

Gaugesshall be replaced every 5 years or tested every 5 years by comparison with a calibratedgauge

Status: Open

g. Are extra sprinklers available on the premises in a head cabinet, along with the appropriate head wrench?

Installation Contractor To Provide

NFPA 25-2017 5.2.1.4

The supply of spare sprinklers shall be inspected annually for the following: (1) The correct number and type of sprinkler as required by 5.4.1.5 (2)

A sprinkler wrench for each type of sprinkler as required by 5.4.1.5.5 (3) The list of sprinklers as required by 5.4.1.5.6

Status: Open

h. Is a list of the installed sprinkler kept in the spare head cabinet?

Installation Contractor To Provide

NFPA 25-2017 5.4.1.5.6

A list of the sprinklers installed in the property shall be posted in the sprinkler cabinet.

General Comments

These items are outside the regular scope of the required inspection and are not the result of an engineering review. This information is not intended to be all-inclusive but rather a list of items discovered as a by-product of the required inspection.

There are no general comments for this submission



Wet Fire Sprinkler System Inspection Report

Tag: 1052-0294057
Inspection Frequency: Annual
Property Being Evaluated: Goshen Public Library & Historical Society (Educational)
Owner: Kathleen
Owner's Phone Number: 845-294-6606
Property Address: 366 MAIN ST, GOSHEN, NY, 10924-1614

I. General

A. (To be filled out by the Owner or Owner's Representative)

Has the Owners section been answered on another inspection report that will be submitted with this inspection report? [] Yes [x] No [] Owner not Available

Answers to the following questions should be for all fire and life safety systems and not limited to the scope of the present inspection form.

- 1. Has the occupancy, machinery, or operations remained the same since the last inspection? [x] Yes [] No
2. Has the system(s) remained in service without modifications or repairs since the last inspection? [x] Yes [] No
3. If a fire has occurred since the last inspection, have all damaged sprinkler system components been replaced? [] Yes [] No [x] N/A
4. Have fire pumps had a curve test completed in the past 12 months? [x] Yes [] No [] N/A
5. Are gravity, surface, or pressure tanks protected from freezing? [x] Yes [] No [] N/A
6. Are any sprinklers or other sprinkler system components exposed to harsh conditions (ie. Corrosive atmospheres, extreme temperatures, etc.) [] Yes [x] No [] N/A
7. Do any systems contain low-point drains, excluding wet systems? (Please note - Low point drains should be emptied of condensation on a regular basis) [] Yes [x] No [] N/A
7a. How many low point drains? N/A
7b. What are the general locations of low point drains? N/A
8. Does the valve room have adequate heat to maintain a minimum of 40 F? [x] Yes [] No [] N/A

The above answers are verified as accurate and current by the undersigned Owner or Owner's Representative for all fire and life safety systems.

Owner Signature: [Signature]
Printed: Jerome Tatrabor
Title: IT Services/Oprations
Date: 10/16/2024

B. (To be answered by the inspector)

- a. Is System in service upon arrival? [x] Yes [] No
b. Was the alarm panel free of alarm and trouble signals upon arrival? (If no, please explain in comments) [x] Yes [] No [] N/A
c. Does there appear to be proper clearance between the top of all storage and the sprinkler deflector? [x] Yes [] No [] N/A
d. Does it appear that visible exterior openings are protected against the entrance of cold air? [x] Yes [] No [] N/A
2. Control Valves
a. Do Control Valves appear to be free of damage/leaks? [x] Yes [] No



Control Valves:	No. of Valves:	Type:	Additional Info:	Easily Accessible?	Signs?	Valve in proper position?	Secured?	Supervision Operational?
System	4	OS&Y	Backflow #1-4" / Backflow#2-4" / Jockey Pump Suction-1.25" / Jockey Pump Discharge-1.25" / Pump House-1.25"	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Pump	7	BFV	Fire Pump Discharge / System Main Control / Bypass#1 / Bypass#2 / Flow Meter#1 / Flow Meter#2 / Test Header / 4" BFV	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
System	2	BFV	1st flr / 2nd flr / 4" BFV	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

3. Water Supplies

- a. Water Supply Source City Private Pressure Fire Pump & Tank Pressure Fire Pump & City Pressure Fire Pump & Pond

Main Drain	Main Drain Pipe Size	Static Pressure Before	Flow Pressure	Static Pressure After	Main Drain Valve Location	Time to Restore Pressure	Results
System	1"	91	60	80	Pump Room	2	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail <input type="checkbox"/> N/A

4. Tanks, Pumps, Fire Dept. Connections

- a. Appears that the F.D.C. is in satisfactory condition, couplings free, caps or plugs in place and check valves tight? Yes No N/A
- b. Are fire department connections visible, accessible, and identification sign(s) in place? Yes No N/A
- c. Do fire pumps, gravity, surface and pressure tanks appear to be in good external condition and properly maintained? Yes No N/A
- d. Has the five years hydrostatic test been performed on piping from the fire department connection to the fire department check valve Yes No N/A
- e. Date: _____ System Installed 2018
- Do you need to fill out an FDC Hydro test table for quoting purposes? Yes No

Information			
FDC Location	West side of building	Check Valve Type	<input checked="" type="checkbox"/> grooved <input type="checkbox"/> flanged <input type="checkbox"/> threaded
FDC Size	4"	Ball Drip Size	<input checked="" type="checkbox"/> .5" <input type="checkbox"/> .75" <input type="checkbox"/> None
FDC Type	<input type="checkbox"/> swivel collar <input checked="" type="checkbox"/> storz	Water Source	FP
Check Valve Location	Valve Closet Inside Of Building	Power Source	Wall outlet
Check Valve Height	6'	Swivel Condition	<input checked="" type="checkbox"/> good <input type="checkbox"/> bad
Check Valve Size	4"	Approximate Pipe Length	75'

5. Wet Systems

- a. Do Valve and Trim appear to be free of damage/leaks and in good condition? Yes No N/A
- b. Have all control valves been fully operated and returned to their normal position? Yes No N/A
- c. Is the Hydraulic Name Plate, if required, securely attached and legible? Yes No N/A
- d. Are there anti-freeze system(s) at this location? Yes No N/A



6. Alarms

- a. Did the water motor gong operate during testing? Yes No N/A
 b. Did the electric alarms operate during testing? Yes No N/A

System	Time
Pump Room	30
1st flr	30
2nd flr	30

- d. Did the supervisory alarms operate during testing? Yes No N/A
 e. Was the alarm panel clear of alarm and trouble signals upon departure? (If no, please explain in comments) Yes No N/A

7. Systems, Sprinklers, and Piping (Inspected at the ground level)

- a. Do all gauges appear to be in good condition and read within normal range? Yes No N/A
 b. Has there been an internal inspection of the piping within the last 5 years? Yes No N/A
 c. Date last checked (Checking is recommended at least every 5 years) _____ System Installed 2018
 d. Are all of the gauges dated within 5 years or compared to a calibrated gauge? Yes No N/A
 e. Do sprinklers generally appear to be free of damage, corrosion, paint, loading and visible obstruction, and appear to be installed in the correct orientation? Yes No N/A
 f. Do escutcheons and cover plates for recessed, flush, and concealed sprinklers generally appear to be installed? Yes No N/A
 g. Are extra sprinklers available on the premises in a head cabinet, along with the appropriate head wrench? Yes No N/A
 h. Is a list of the installed sprinkler kept in the spare head cabinet? Yes No N/A

Make/Model of Heads: _____

Include Sprinkler Head table? _____

Yes No

Sprinkler Heads

Make	Model	Sprinkler Identification, SIN	General Description	Temperature Rating, °F	Sprinkler Quantity Maintained	Mfg Year
Victulic	V3802		Concealer	155	2	2018
Victulic	V27		Brass Upright	155	2	2018
Victulic	V27		Brass Upright	200	2	2018

- i. Does the exterior condition of the fire sprinkler system appear to be satisfactory? Yes No N/A
 j. Have all dry sprinklers been replaced or a sample tested based on the appropriate interval? Yes No N/A
 Install or last sample test date _____ N/A
 k. Have all QR heads been replaced or a sample tested based on the appropriate interval? Yes No N/A
 Install or last sample test date _____ Heads Dated 2018
 l. Have all SR heads known to be more than 50 years old been replaced or a sample tested? Yes No N/A
 Install or last sample test date _____ N/A
 m. Have all heads known to be more than 75 Years old been replaced or sample tested? Yes No N/A
 Install or last sample test date _____ N/A
 n. Do all known high-temp and sprinklers subject to harsh conditions appear to be less than 5 years old? Yes No N/A
 Install or last sample test date _____ N/A
 o. Do all visible pipe supports/hangers and seismic bracing appear to be in good condition? Yes No N/A
 p. Does the hose valve(s) on the sprinkler system appear to be in satisfactory condition? Yes No N/A

8. Observations

These items are outside the regular scope of the required inspection and are not the result of an engineering review. This information is not intended to be all-inclusive but rather a list of items discovered as a by-product of the required inspection.
 Please see the summary section at the top of the form for the comments.

9. Adjustments or Corrections Made:

None _____

10. List Changes in the Occupancy Hazard or Fire Protection Equipment, as Advised by the Owner in Section 1A

N/A _____

11. Inspector Information:

Test Verification: _____

Inspected By _____

Inspector Signature _____

John Oles _____



SRI Fire & Security
25 Post Rd #4
Albany, NY 12205
Phone: 518-273-7377

Inspector License:
Date of Work
Inspection Notes

NOT REQUIRED

10/16/2024

SECTION IV - OTHER TERMS AND LIMITATIONS

1. This Agreement is for inspection services only. If Customer wants Company to make any repairs, alterations or replacements as a result of the inspection services performed pursuant to this Agreement, such work and the additional compensation to Company must be specified in a separate written agreement between Company and Customer.
2. Any additional system equipment added to the Property after the date of this Agreement or not otherwise specified in Section II of this Agreement is not included in the inspection services to be provided pursuant to this Agreement. Inclusion of any such other equipment will require execution of an amendment to this agreement and adjustment of the inspection fee.
3. The inspection services provided by Company pursuant to this Agreement are limited to an evaluation of the functionality of the equipment identified in Section II above. Company will not evaluate or express any opinion as to whether the design and/or installation of the system are suitable for the Property or the operations at the Property.
4. Company's inspection is limited to a visual inspection of external readily accessible parts of the system and will not include every component including but not limited to sprinkler heads, pipe, fittings, hangers, pull stations, smoke detectors, conduit wire or other parts of the system being inspected. Company will only inspect a representative number or sample of the sprinkler heads, pipes, hangers, valves or other devices and equipment in their current position. THEREFORE, BY CONDUCTING ITS INSPECTION UNDER THIS AGREEMENT, COMPANY DOES NOT GUARANTEE OR WARRANT THE CONDITION OR OPERATION OF EVERY PIPE, SPRINKLER HEAD OR OTHER PART OF THE FIRE PROTECTION AND/OR FIRE ALARM/SECURITY SYSTEM ON THE PROPERTY.
5. AS A MATERIAL INDUCEMENT FOR COMPANY TO PROVIDE THE SERVICES SPECIFIED IN THIS AGREEMENT AT THE INSPECTION FEE QUOTED IN THIS AGREEMENT, CUSTOMER AGREES THAT COMPANY'S LIABILITY TO CUSTOMER AND ALL THIRD PARTIES WITH RESPECT TO ANY CLAIM UNDER THIS AGREEMENT, OR ARISING FROM THE SERVICES FURNISHED BY COMPANY, SHALL BE LIMITED TO THE LESSER OF \$1,000.00 OR THE TOTAL CONSIDERATION ACTUALLY RECEIVED BY COMPANY UNDER THIS AGREEMENT. THE FOREGOING LIMITATION SHALL APPLY TO ALL CLAIMS REGARDLESS OF THE NATURE THEREOF, INCLUDING CLAIMS ASSERTED AS A BREACH OF CONTRACT, A BREACH OF WARRANTY, NEGLIGENCE, STRICT LIABILITY OR OTHERWISE. IN NO EVENT SHALL COMPANY BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL, AND INDIRECT OR PUNITIVE DAMAGES, OR DAMAGES FOR LOST PROFITS. If Customer desires Company to accept an increased limit of liability for the services provided under this Agreement, Company will provide an alternate inspection fee quote reflecting such increased limit, provided, however, that the increased limit shall be effective only upon Company's and Customer's execution of a replacement agreement confirming the same and Customer's payment of the alternate fee.
6. Company, following each inspection, will provide to Customer a written "Report of Inspection" ("Report"). If required and/or with prior written authorization, Company will provide copies of the Report to the local or state authority having jurisdiction on behalf of Customer. If requested by Customer, a copy of the Report will also be forwarded to Customer's insurance company. The Report and recommendations, if any, by Company are only advisory in nature and are intended to assist Customer in reducing the possibility of loss to the Property by indicating obvious defects or impairments to the system(s) which were discovered by Company's inspection and which should receive prompt attention.

7. Customer agrees to obtain and shall be solely responsible to maintain property and casualty insurance for the Property, all contents therein, and operations performed within or around the Property. No insurance company, insurer or bonding company or their successors or assigns shall have any right of subrogation or otherwise against Company arising out of this Agreement or the services provided by Company pursuant to this Agreement.
8. Customer agrees to indemnify, defend and hold harmless Company, its agents, and employees from and against any and all claims, demands, suits, liabilities, damages, judgments, losses and expenses (including, without limitation, attorneys' fees) which may be asserted against or incurred by Company by any third party arising out of or related to this Agreement or the services provided by Company pursuant to this Agreement.
9. Company will make every reasonable effort to prevent the discharge of water into or onto areas of landscaping, decorative pavement, etc., at the Property, however it is Customer's responsibility to provide sufficient and readily accessible means to accept the full flow of water that may be required by tests as determined by the type of inspection and to take measures to eliminate the formation of ice in any area where a slip and fall hazard could occur.
10. This Agreement may not be assigned by Customer without the written consent of Company.
11. This Agreement may be signed in counterparts; a signed facsimile, photocopy, and/or electronic mail of this Agreement shall be as binding on both parties just as though this Agreement were executed in its original, pre-printed form.
12. This Agreement constitutes the entire Agreement between Company and Customer regarding the subject matter hereof and supersedes all prior agreements and understandings relating thereto. Although Customer for its convenience or in furtherance of its internal procedures may issue to Company a purchase order, order acknowledgement or similar form in connection with the services provided by Company pursuant to this Agreement, no term or condition in any such form that is different from or in addition to the terms set forth in this Agreement shall be applicable, and all such different or additional terms shall be ineffective and void. This Agreement cannot be amended or modified except by a writing signed by Customer and Company.
13. Customer acknowledges Company is relying upon the accuracy of the information regarding Customer and the Property set forth in Sections I of this Agreement. Customer represents that all such information is complete and accurate as of the date on which this Agreement is signed by Customer. Customer will promptly advise Company in writing of any change to such information.
14. Other inclusions, exclusions, or attachments (if any) we exclude fire alarm.

Report on Test and Maintenance of Backflow Prevention Device

PART A

Please use a separate form for each device.

For the year 2024
 Initial test - Complete entire form
 Annual test - Complete Part A only

Public Water Supply Goshen DOW	Account No. N/A	County Orange	Block N/A	Lot N/A
--	--------------------	-------------------------	--------------	------------

Facility Name <u>Goshen Public Library</u>	Location of Device <u>Pump Room</u>
Address <u>366 MAIN ST, GOSHEN, NY, 10924-1614</u>	
Street City Zip	

Device Information	Manufacturer WILKINS	Type <input type="checkbox"/> RPZ <input checked="" type="checkbox"/> DCV	Model 950XLD	Size (in inches) 3/4"	Serial Number HC24908
--------------------	--------------------------------	---	------------------------	---------------------------------	---------------------------------

	Check Valve No. 1	Check Valve No. 2	Differential Pressure Relief Valve	Line Pressure <u>60</u> psi												
Test before repair	Leaked <input checked="" type="checkbox"/> Closed tight <input checked="" type="checkbox"/>	Leaked <input type="checkbox"/> Closed tight <input checked="" type="checkbox"/>	Opened at _____ psid	Date <table style="display:inline-table; border-collapse:collapse"><tr><td style="border:1px solid black; width:20px; text-align:center;">1</td><td style="border:1px solid black; width:20px; text-align:center;">0</td><td style="border:1px solid black; width:20px; text-align:center;">1</td><td style="border:1px solid black; width:20px; text-align:center;">6</td><td style="border:1px solid black; width:20px; text-align:center;">2</td><td style="border:1px solid black; width:20px; text-align:center;">4</td></tr><tr><td style="text-align:center; font-size:small;">M</td><td style="text-align:center; font-size:small;">D</td><td colspan="4" style="text-align:center; font-size:small;">Y</td></tr></table>	1	0	1	6	2	4	M	D	Y			
	1	0	1	6	2	4										
M	D	Y														
	Pressure drop across first check valve <u>1.3</u> psid															

Describe repairs and materials used		Repaired by Name _____ Lic # _____ Date repaired: <table style="display:inline-table; border-collapse:collapse"><tr><td style="border:1px solid black; width:20px; height:20px;"></td><td style="border:1px solid black; width:20px; height:20px;"></td><td style="border:1px solid black; width:20px; height:20px;"></td><td style="border:1px solid black; width:20px; height:20px;"></td><td style="border:1px solid black; width:20px; height:20px;"></td><td style="border:1px solid black; width:20px; height:20px;"></td></tr><tr><td style="text-align:center; font-size:small;">M</td><td style="text-align:center; font-size:small;">D</td><td colspan="4" style="text-align:center; font-size:small;">Y</td></tr></table>							M	D	Y			
M	D	Y												

Final test	Closed tight <input type="checkbox"/> Pressure drop across first check valve _____ psid	Closed tight <input type="checkbox"/>	Opened at _____ psid	Date <table style="display:inline-table; border-collapse:collapse"><tr><td style="border:1px solid black; width:20px; height:20px;"></td><td style="border:1px solid black; width:20px; height:20px;"></td><td style="border:1px solid black; width:20px; height:20px;"></td><td style="border:1px solid black; width:20px; height:20px;"></td><td style="border:1px solid black; width:20px; height:20px;"></td><td style="border:1px solid black; width:20px; height:20px;"></td></tr><tr><td style="text-align:center; font-size:small;">M</td><td style="text-align:center; font-size:small;">D</td><td colspan="4" style="text-align:center; font-size:small;">Y</td></tr></table>							M	D	Y			
M	D	Y														

Water Meter Number 48086204	Meter Reading	Type of Service: (check one) <input type="checkbox"/> Domestic <input checked="" type="checkbox"/> Fire <input type="checkbox"/> Other _____
---------------------------------------	---------------	---

Remarks (Describe deficiencies: bypasses, outlets before the device, connections between the device and point of entry, missing or inadequate airgaps, etc.)

Certification: This device meets, does NOT meet, the requirements of an acceptable containment device at the time of testing
 I hereby certify the foregoing data to be correct.

Print Name <u>John Oles</u>	Certified Tester No. NOT REQUIRED	Signature 	Expiration Date 10640 / EXP 07
--------------------------------	---	---------------	--

Property owner's (or owner's agent) certification that test was performed:

Print Name <u>Jerome Tatrabor</u>	Title <u>IT Services/Oprations</u>	Signature 	Telephone 8452946606
--------------------------------------	---------------------------------------	---------------	--------------------------------

PART B

Certification that installation is in accordance with the approved plans.

(To be completed by the design engineer or architect or water supplier.)

I hereby certify that this installation is in accordance with the approved plans.

Name	Title	Date <table style="display:inline-table; border-collapse:collapse"><tr><td style="border:1px solid black; width:20px; height:20px;"></td><td style="border:1px solid black; width:20px; height:20px;"></td><td style="border:1px solid black; width:20px; height:20px;"></td><td style="border:1px solid black; width:20px; height:20px;"></td><td style="border:1px solid black; width:20px; height:20px;"></td><td style="border:1px solid black; width:20px; height:20px;"></td></tr><tr><td style="text-align:center; font-size:small;">m</td><td style="text-align:center; font-size:small;">d</td><td colspan="4" style="text-align:center; font-size:small;">y</td></tr></table>							m	d	y				NYS DOH Log # _____
m	d	y													
License Number	Phone ()														
Representing		Describe minor installation changes													
Address															
City	State			Zip											
Signature															

NOTE: Send one completed copy to the designated health department representative and one copy to the water supplier within 30 days of the testing device. Notify owner and water supplier immediately if device fails test and repairs cannot immediately be made. DOH- 1013(9/91)



SRI Fire & Security
25 Post Rd #4
Albany, NY 12205
Phone: 518-273-7377

SECTION IV - OTHER TERMS AND LIMITATIONS

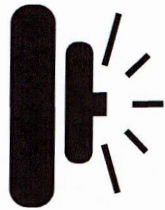
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SRI Fire & Security
25 Post Rd #4
Albany, NY 12205
Phone: 518-273-7377

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8. Customer agrees to indemnify, defend and hold harmless Company, its agents, and employees from and against any and all claims, demands, suits, liabilities, damages, judgments, losses and expenses (including, without limitation, attorneys' fees) which may be asserted against or incurred by Company by any third party arising out of or related to this Agreement or the services provided by Company pursuant to this Agreement.
9. Company will make every reasonable effort to prevent the discharge of water into or onto areas of landscaping, decorative pavement, etc., at the Property, however it is Customer's responsibility to provide sufficient and readily accessible means to accept the full flow of water that may be required by tests as determined by the type of inspection and to take measures to eliminate the formation of ice in any area where a slip and fall hazard could occur.
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14. Other inclusions, exclusions, or attachments (if any) we exclude fire alarm.

INSPECTION CAPABILITIES



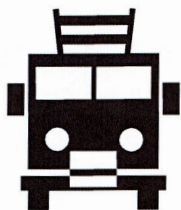
**FIRE
ALARM**



**FIRE
SPRINKLER**



**FIRE
SUPPRESSION**



**FIRE ALARM
MONITORING**



**FIRE
EXTINGUISHER**



EXIT
**EM/EXIT
LIGHTING**

CONTACT US TODAY FOR A QUOTE

Phone: 518-273-7377

Online: davisulmer.com/rfq

Fire Pump Inspection Report



Location Code: LRIDDII

Contact: Kathleen

Contact Address: 366 MAIN ST
GOSHEN, NY 10924-1614

Phone: 845-294-6606

Email: clemmer@rcls.org;
gustavo@goshenpubliclibrary.org

Property Evaluated: Goshen Public Library & Historical
Society (Educational)
366 MAIN ST
GOSHEN, NY 10924-1614

Description: Fire Pump ((1) Diesel Fire Pump)

Work Order: SV2410030188/1

Company: SRI Fire & Security

NYS Fire Alarm License 12000063334,
Expires: 6/30/2024

Address: 25 Post Rd #4
Albany, NY 12205

Company Phone: 518-273-7377

Inspector: John Oles
NOT REQUIRED

Date of Work: 10/17/2024

Frequency: Annual

Tag: 1052-0294057

Deficiency Summary

Status: Open

5. Suction and system pressure gauges normal?
Gauges Over 5YRS

Status: Open

i. Have the gauges, transducers, flow meters and other devices used for measurement calibrated within the past year?
Gauges Over 5YRS

General Comments

These items are outside the regular scope of the required inspection and are not the result of an engineering review. This information is not intended to be all-inclusive but rather a list of items discovered as a by-product of the required inspection.

There are no general comments for this submission



Fire Pump Inspection Report

Tag: 1052-0294057
Inspection Frequency: Annual
Property Being Evaluated: Goshen Public Library & Historical Society (Educational)
Owner: Kathleen
Owner's Phone Number: 845-294-6606
Property Address: 366 MAIN ST, GOSHEN, NY, 10924-1614

I. General

A. (To be filled out by the Owner or Owner's Representative)

Has the Owners section been answered on another inspection report that will be submitted with this inspection report? [X] Yes [] No

B. (To be answered by the inspector)

1. Is System in service upon arrival? [X] Yes [] No

C. Fire Pump Information

- 1. Fire pump shaft [X] Horizontal [] Vertical
2. Fire pump Manufacturer: N/A
3. Fire pump Model/Type: N/A
4. Fire pump serial number: N/A
5. Impeller diameter: N/A
6. Fire pump rated GPM: 250
7. Fire pump rated RPM: 2350
8. Fire pump rated PSI:
a. Fire pump rated PSI at churn: 85
b. Fire pump rated PSI at 100%: 65
c. Fire pump rated PSI at 150%: 51
9. Suction from: N/A
10. Tank size: N/A
11. Tank height: N/A
12. Is this a Vertical Turbine Type? [] Yes [X] No

D. Driver Information

- Driver manufacturer: Clark
Driver model or type: N/A
Driver serial number: N/A
Driver rated HP: N/A
Driver rated RPM: N/A
Driver engine type: [] Electric [X] Diesel
Driver rated voltage: N/A
Driver operating voltage: N/A
Driver Phase: N/A
Drive Cycles: N/A
Driver service factor: N/A

E. Controller Information

- Controller manufacturer: N/A
Controller model or type: N/A
Controller serial number: N/A
Controller Start PSI: 60
Controller Stop PSI: 80

F. Jockey Pump Information

- 1. Is there a Jockey Pump? [X] Yes [] No
2. Jockey pump manufacturer: N/A
3. Jockey pump model or type: N/A
4. Jockey pump serial number: N/A
5. Jockey pump on PSI: 70
6. Jockey pump off PSI: 90

2. - Inspector's Section

A. Inspections - All to be performed weekly

- | | |
|---|--|
| 1. Pump house/room proper temperature? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| 2. Ventilating louvers in pump room appear operational? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| 3. Pump suction, discharge, and bypass valves are open? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| 4. Piping free from leaks? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| 5. Suction and system pressure gauges normal? | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A |
| 6. Suction reservoir, if provided, is full? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| 7. Wet pit suction screens are clean and in place? | <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A |
| 8. Waterflow test valves in closed position? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| 9. Diesel Engine Driven Pumps: | |
| a. Diesel fuel tank is at least 2/3 full? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| b. Controller selector switch is in "auto" position? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| c. Voltage readings for batteries (2) are normal? Charging current readings are normal for batteries? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| d. Pilot lights for batteries are on or battery failure pilot lights are "off"? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| e. All alarm pilot lights are "off"? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| f. Record engine running time from meter: | 34 |
| g. Oil level is normal in right-angle gear-drive pumps? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| h. Crankcase oil level is normal? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| i. Cooling water level is normal? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| j. Electrolyte level in batteries is normal? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| k. Battery terminals free of corrosion? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| l. Water-jacket heater is operational? | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| 10. Circulation relief valve flowing water? | <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A |
| 11. Pressure relief valves operating with proper pressure downstream while pump is operational? | <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A |

B. Testing - Report any failures in the Comments for this form

2. Annual Tests (in addition to above items)

Annual pump test was run using the following method?

Method A Method B Method C

Method A - discharge of water through flow streams. Flow readings taken at each hose stream.

Method B - discharge through bypass flow meter to drain or suction reservoir. Flow readings taken by flow meter.

Method C - discharge through bypass flow meter directly returned to pump suction. Flow readings taken by flow meter.

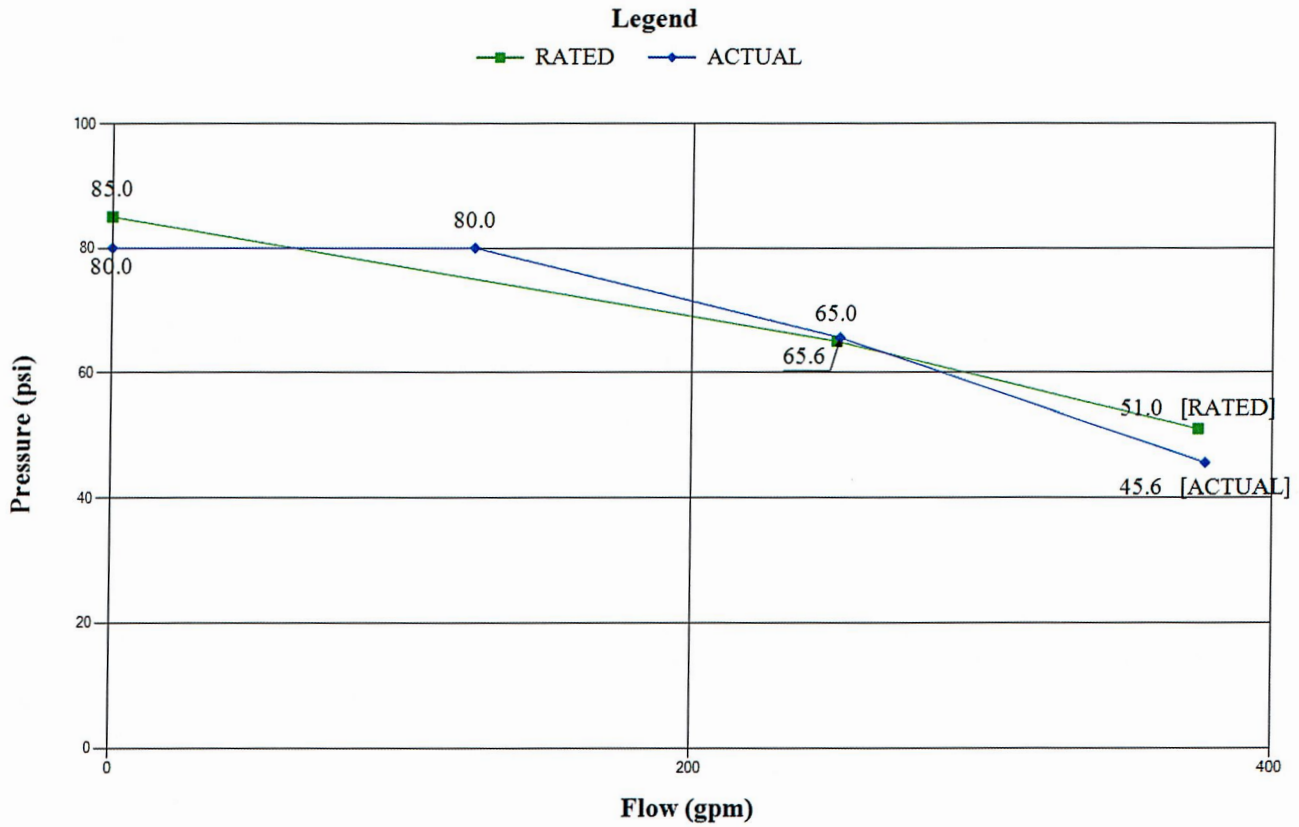
Note: at least once every three years, method A or B must be used.

Pump Test Results Table

	Churn	50%	100%	Peak Flow
Suction Pressure	0	0	0	0
Discharge Pressure	80	80	65	45
Measured Net Pressure	80.0	80.0	65.0	45.0
Net Pressure at Rated RPM	80.0	80.0	65.6	45.6
Observed Flow	Not Applicable	125	250	375
Flow at Rated RPM	Not Applicable	125.0	251.1	377.4
Electric Voltage and Current	0	0	0	0
Pump Speed	2350	2350	2340	2335
Pump Performance at Rated Flow	Not Applicable	Not Applicable	100.9	Not Applicable

Include 50% flow on the chart?

Yes No



Is the net pressure test result, adjusted for the speed of the pump, at or above 95% of the Rated pressure at the rated flow of the pump?

Yes No

a. Do the remaining values in the results table appear to be acceptable?

Yes No N/A

b. Diesel engine driven pump ran for 30 min?

Yes No N/A

c. Circulation and pressure relief valves operated properly during all flow tests?

Yes No N/A

d. No alarm indicators or other visible abnormalities observed during no-flow test?

Yes No N/A

e. Suction screens cleaned after flow?

Yes No N/A

f. Automatic transfer switch test:

1. Power failure simulated during peak flow?

Yes No N/A

2. Connection made to alternate source?

Yes No N/A

3. After termination of simulated power failure did motor reconnect to normal source?

Yes No N/A

g. All alarm conditions simulated?

Yes No N/A

h. All alarms operated?

Yes No N/A

i. Have the gauges, transducers, flow meters and other devices used for measurement calibrated within the past year? Yes No N/A

j. Electric Fire Pump was manually started? (Do not use the emergency start switch) Yes No N/A

3. Observations

These items are outside the regular scope of the required inspection and are not the result of an engineering review. This information is not intended to be all-inclusive but rather a list of items discovered as a by-product of the required inspection.

Please see the summary section at the top of the form for the comments.

4. Inspector Information:

Test Verification:

Inspected By

Inspector Signature

John Oles

Inspector License:

Date of Work

NOT REQUIRED

10/17/2024

SECTION IV - OTHER TERMS AND LIMITATIONS

1. This Agreement is for inspection services only. If Customer wants Company to make any repairs, alterations or replacements as a result of the inspection services performed pursuant to this Agreement, such work and the additional compensation to Company must be specified in a separate written agreement between Company and Customer.
2. Any additional system equipment added to the Property after the date of this Agreement or not otherwise specified in Section II of this Agreement is not included in the inspection services to be provided pursuant to this Agreement. Inclusion of any such other equipment will require execution of an amendment to this agreement and adjustment of the inspection fee.
3. The inspection services provided by Company pursuant to this Agreement are limited to an evaluation of the functionality of the equipment identified in Section II above. Company will not evaluate or express any opinion as to whether the design and/or installation of the system are suitable for the Property or the operations at the Property.
4. Company's inspection is limited to a visual inspection of external readily accessible parts of the system and will not include every component including but not limited to sprinkler heads, pipe, fittings, hangers, pull stations, smoke detectors, conduit wire or other parts of the system being inspected. Company will only inspect a representative number or sample of the sprinkler heads, pipes, hangers, valves or other devices and equipment in their current position. THEREFORE, BY CONDUCTING ITS INSPECTION UNDER THIS AGREEMENT, COMPANY DOES NOT GUARANTEE OR WARRANT THE CONDITION OR OPERATION OF EVERY PIPE, SPRINKLER HEAD OR OTHER PART OF THE FIRE PROTECTION AND/OR FIRE ALARM/SECURITY SYSTEM ON THE PROPERTY.
5. AS A MATERIAL INDUCEMENT FOR COMPANY TO PROVIDE THE SERVICES SPECIFIED IN THIS AGREEMENT AT THE INSPECTION FEE QUOTED IN THIS AGREEMENT, CUSTOMER AGREES THAT COMPANY'S LIABILITY TO CUSTOMER AND ALL THIRD PARTIES WITH RESPECT TO ANY CLAIM UNDER THIS AGREEMENT, OR ARISING FROM THE SERVICES FURNISHED BY COMPANY, SHALL BE LIMITED TO THE LESSER OF \$1,000.00 OR THE TOTAL CONSIDERATION ACTUALLY RECEIVED BY COMPANY UNDER THIS AGREEMENT. THE FOREGOING LIMITATION SHALL APPLY TO ALL CLAIMS REGARDLESS OF THE NATURE THEREOF, INCLUDING CLAIMS ASSERTED AS A BREACH OF CONTRACT, A BREACH OF WARRANTY, NEGLIGENCE, STRICT LIABILITY OR OTHERWISE. IN NO EVENT SHALL COMPANY BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL, AND INDIRECT OR PUNITIVE DAMAGES, OR DAMAGES FOR LOST PROFITS. If Customer desires Company to accept an increased limit of liability for the services provided under this Agreement, Company will provide an alternate inspection fee quote reflecting such increased limit, provided, however, that the increased limit shall be effective only upon Company's and Customer's execution of a replacement agreement confirming the same and Customer's payment of the alternate fee.
6. Company, following each inspection, will provide to Customer a written "Report of Inspection" ("Report"). If required and/or with prior written authorization, Company will provide copies of the Report to the local or state authority having jurisdiction on behalf of Customer. If requested by Customer, a copy of the Report will also be forwarded to Customer's insurance company. The Report and recommendations, if any, by Company are only advisory in nature and are intended to assist Customer in reducing the possibility of loss to the Property by indicating obvious defects or impairments to the system(s) which were discovered by Company's inspection and which should receive prompt attention.

7. Customer agrees to obtain and shall be solely responsible to maintain property and casualty insurance for the Property, all contents therein, and operations performed within or around the Property. No insurance company, insurer or bonding company or their successors or assigns shall have any right of subrogation or otherwise against Company arising out of this Agreement or the services provided by Company pursuant to this Agreement.
8. Customer agrees to indemnify, defend and hold harmless Company, its agents, and employees from and against any and all claims, demands, suits, liabilities, damages, judgments, losses and expenses (including, without limitation, attorneys' fees) which may be asserted against or incurred by Company by any third party arising out of or related to this Agreement or the services provided by Company pursuant to this Agreement.
9. Company will make every reasonable effort to prevent the discharge of water into or onto areas of landscaping, decorative pavement, etc., at the Property, however it is Customer's responsibility to provide sufficient and readily accessible means to accept the full flow of water that may be required by tests as determined by the type of inspection and to take measures to eliminate the formation of ice in any area where a slip and fall hazard could occur.
10. This Agreement may not be assigned by Customer without the written consent of Company.
11. This Agreement may be signed in counterparts; a signed facsimile, photocopy, and/or electronic mail of this Agreement shall be as binding on both parties just as though this Agreement were executed in its original, pre-printed form.
12. This Agreement constitutes the entire Agreement between Company and Customer regarding the subject matter hereof and supersedes all prior agreements and understandings relating thereto. Although Customer for its convenience or in furtherance of its internal procedures may issue to Company a purchase order, order acknowledgement or similar form in connection with the services provided by Company pursuant to this Agreement, no term or condition in any such form that is different from or in addition to the terms set forth in this Agreement shall be applicable, and all such different or additional terms shall be ineffective and void. This Agreement cannot be amended or modified except by a writing signed by Customer and Company.
13. Customer acknowledges Company is relying upon the accuracy of the information regarding Customer and the Property set forth in Sections I of this Agreement. Customer represents that all such information is complete and accurate as of the date on which this Agreement is signed by Customer. Customer will promptly advise Company in writing of any change to such information.
14. Other inclusions, exclusions, or attachments (if any) we exclude fire alarm.

Report on Test and Maintenance of Backflow Prevention Device

PART A

Please use a separate form for each device.

For the year 2024
 Initial test - Complete entire form
 Annual test - Complete Part A only

Public Water Supply Goshen DPW		Account No. N/A	County Orange	Block N/A	Lot N/A												
Facility Name <u>Goshen Public Library</u>			Location of Device <u>Pump Room</u>														
Address <u>366 MAIN ST, GOSHEN, NY, 10924-1614</u> <small>Street City Zip</small>																	
Device Information	Manufacturer WILKINS	Type <input type="checkbox"/> RPZ <input checked="" type="checkbox"/> DCV	Model 350ASTDA	Size (in inches) 4"	Serial Number 14190												
	Check Valve No. 1	Check Valve No. 2	Differential Pressure Relief Valve	Line Pressure <u>60</u> psi													
Test before repair	Leaked <input checked="" type="checkbox"/> Closed tight <input checked="" type="checkbox"/>	Leaked <input type="checkbox"/> Closed tight <input checked="" type="checkbox"/>	Opened at _____ psid	Date <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr><td>1</td><td>0</td><td>1</td><td>6</td><td>2</td><td>4</td></tr> <tr><td>M</td><td>D</td><td>Y</td><td></td><td></td><td></td></tr> </table>		1	0	1	6	2	4	M	D	Y			
	1	0	1	6	2	4											
M	D	Y															
Pressure drop across first check valve <u>1.1</u> psid																	
Describe repairs and materials used					Repaired by Name _____ Lic # _____ Date repaired: <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td>M</td><td>D</td><td>Y</td><td></td><td></td><td></td></tr> </table>							M	D	Y			
M	D	Y															
Final test	Closed tight <input type="checkbox"/>	Closed tight <input type="checkbox"/>	Opened at _____ psid	Date <table border="1" style="display: inline-table; border-collapse: collapse;"> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td>M</td><td>D</td><td>Y</td><td></td><td></td><td></td></tr> </table>								M	D	Y			
M	D	Y															
Pressure drop across first check valve _____ psid																	
Water Meter Number N/A	Meter Reading	Type of Service: (check one) <input type="checkbox"/> Domestic <input checked="" type="checkbox"/> Fire <input type="checkbox"/> Other _____															
Remarks (Describe deficiencies: bypasses, outlets before the device, connections between the device and point of entry, missing or inadequate airgaps, etc.)																	

Certification: This device meets, does NOT meet, the requirements of an acceptable containment device at the time of testing
 I hereby certify the foregoing data to be correct.

John Oles **NOT REQUIRED** 10640 / EXP 07
Print Name Certified Tester No. Signature Expiration Date

Property owner's (or owner's agent) certification that test was performed:
Jerome Tatrabor IT Services/Oprations 8452946606
Print Name Title Signature Telephone

PART B

Certification that installation is in accordance with the approved plans. (To be completed by the design engineer or architect or water supplier.)

I hereby certify that this installation is in accordance with the approved plans.

Name	Title	Date	NYS DOH Log #												
License Number	Phone ()	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr><tr><td>m</td><td>d</td><td>y</td><td></td><td></td><td></td></tr></table>							m	d	y				_____
m	d	y													
Representing	Describe minor installation changes														
Address															
City State Zip															
Signature _____															

NOTE: Send one completed copy to the designated health department representative and one copy to the water supplier within 30 days of the testing device. Notify owner and water supplier immediately if device fails test and repairs cannot immediately be made. DOH- 1013(9/91)

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SRI Fire & Security
25 Post Rd #4
Albany, NY 12205
Phone: 518-273-7377

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