

**Norton Public Library
Meeting of the Board of Trustees
Tuesday, November 15, 2022
Via Remote Participation & In Person
6:02 PM**

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NORTON TOWN CLERK
2022 DEC 15 AM 8:28

Present: Robert Keating, Robert Berg, Christine LeFort, Andrea Sullivan, Lisa Daly-Boockoff, Jill Mathieu, Patricia Binegar, Lee Parker, Amanda Viana

Absent: Herb Ellison, Brian Stalters

Clerk's Report: The Clerk's Report was read and discussed. Robert Berg made a motion to accept the report, seconded by Robert Keating. Unanimously approved.

Treasurer's Report: The Treasurer's Report was read and discussed. Funds for staff development were proposed. Robert Berg made a motion to approve said funds, seconded by Robert Keating. Unanimously approved. Lisa Daly-Boockoff made a motion to accept the report, seconded by Patricia Binegar. Unanimously approved.

Parks: The bid for the gazebo roof was drastically increased from the original quote. We will continue to search for a more reasonable price. Students will help with the grading of the Paw Path as the area has large amounts of gravel material to move. They will work under the supervision of Paul Binegar. Graffiti was again found on the gazebo and additional trash cans. Amanda and Ray continue to clean it off.

Building: SS came to do the fall maintenance, adjusting and verifying thermostats, adding refrigerant, installing the low ambient control part. Rustic Fire worked on the master box connection between the outside and inside fire alarms. The Fire Dept. should no longer be getting random signals and only getting signals when someone pulls the alarm; however, the problem has not been resolved to date. Lee and Andrew came and did the backwash; there was a loud bang when the women's toilets were flushed. The banging continued so the plumber has been contacted. ChargePoint was contacted regarding the EV stations. No response yet. ADT burglar alert keypad showed "comm failure". New Bedford Flooring will be contacted regarding the peeling cove base in the community room. Eversource came and replaced the outdoor gas meter which was 7 years old. (see Director's Report)

Director & Youth Services Monthly Report: The capital improvement funding for the library parking lot was approved at the Fall Town Meeting. The Annual Report for the Town and the Annual Meeting was prepared in time for the Annual meeting. The job description for the part-time Information Services Assistant was completed and the job posted. Cultural Council grants for adults were submitted for a variety of adult programs (see Director's Report). Jorj from SAILS prioritized the new computer for the print release station so it got up and running quickly. We hosted a very successful blood drive with the Red Cross, they will return in December for another. Terrence was busy training new circulation staff. Amanda and Tamara worked together on a variety of technology, collection maintenance, etc. (See Director's Report).

Leah has been in touch with the NPS kindergarten teachers whose classes will be creating books for a display at the library. She hosted a field trip for the Wheaton students' Young Adult Literature class with Professor Wesley Jacques. She was also contacted by the career practicum group at Wheaton in regards to their project in understanding the parents in town may face with reading to their children and the impact COVID had on access to reading material. She was also able to do some professional development

dealing with uncomfortable conversations with Library Visitors and Why kids should be Allowed to Pick Their Own Books and how to explain to parents. (See Youth Services Report).

Correspondence: none

Old Business: Holiday hours sent from the Town Manager were reviewed and discussed. We already set our holiday hours and will keep them in place. The roof heaters to prevent ice dams are ready to install, Robert Berg made a motion to approve the job, seconded by Robert Keating. Unanimously approved.

New Business: Five year capital plan for FY24-FY28 was discussed with possibilities.

Bills: Christine LeFort made a motion to pay the bills, seconded by Robert Keating. Unanimously approved.

Next Meeting: Tuesday, December 13, 2022 6:00pm

Adjourned: Robert Berg made a motion to adjourn, seconded by Robert Keating, approved. Adjourned 6:55pm

List of Documents used at the meeting:

Clerk's Report
Treasurer's Report
Directors & Youth Services Reports

Respectfully submitted,

Christine LeFort, Clerk

Brian Stalters, President