

RECEIVED  
NORTON TOWN CLERK

2023 SEP 19 PM 2:01

**Norton Public Library  
Meeting of the Board of Trustees  
Via  
Remote & In Person Participation  
Tuesday, June 13, 2023  
6:02 PM**

**Present:** Robert Berg, Christine LeFort, Patricia Binegar, Brian Stalters, Herb Ellison, Jill Mathieu, Andrea Sullivan, Robert Keating, Lee Parker, Amanda Viana

**Absent:** Lisa Daly-Boockoff

**Clerk's Report:** The Clerk's Report was read, Robert Berg made a motion to accept the report, seconded by Brian Stalters. The vote is as follows: Robert Berg, yes; Christine LeFort, yes; Brian Stalters, yes; Herb Ellison, yes; Jill Mathieu, yes; Robert Keating, yes; Andrea Sullivan, abstained; Patricia Binegar, abstained. Motion approved.

**Treasurer's Report:** The Treasurer's Report was read and reviewed. Herb Ellison made a motion to accept the report, seconded by Brian Stalters. The vote is as follows: Robert Berg, yes; Christine LeFort, yes; Brian Stalters, yes; Herb Ellison, yes; Jill Mathieu, yes; Robert Keating, yes; Andrea Sullivan, yes; Patricia Binegar, yes. Motion approved.

Robert Berg requested that we pay for staff development from the supplemental fund. Brian Stalters made a motion to accept the proposal, seconded by Patricia Binegar. The vote is as follows: Robert Berg, yes; Christine LeFort, yes; Brian Stalters, yes; Herb Ellison, yes; Jill Mathieu, yes; Robert Keating, yes; Andrea Sullivan, yes; Patricia Binegar, yes. Motion approved.

**Park:** Herb looking for downed memory markers. Some are buried. He found five lost markers and seven new bricks. We are still waiting for trail cams. Lee went to the park with the Land Preservation Society. They took the wildlife area sign from Lee's office and posted it in the more natural area to the right of the gazebo. The Highway Dept. cleaned up the graffiti in the park and told Ray what they had used.

**Building:** Landmarc will send quote regarding the gravel placement in front of the building, under the windows and along the foundation to prevent termites. Capeway Aluminum in Brockton was called to look at the awning over the staff entrance. They came and looked it over and determined it was too damaged to repair. Lee called Brian to approve the order for replacement. Rustic Fire came and did the annual sprinkler inspection and semi-annual fire alarm inspection. They sent a proposal for minor deficiencies that had been found during the last inspection totaling \$790 to replace 3 outdated air/water gauges, install FDC sign and install universal spare wrench head cabinet. Flynn Pest Control came to inspect for termites. He will send quote to treat the outside as the problem was contained to that area under the front windows. He came and treated the area and found the termites were in the mulch and recommended that gravel be placed in that area instead. Central Glass needed signed quote and 50% deposit for entry windows. SS came for HVAC system PM (See Director's Report).

**Director & Youth Services Monthly Report:** Our request for the 45-hour budget was passed at the May Town Meeting. The Friends had a very successful month with all their fundraising efforts. They sponsored a lecture about Eleanor Roosevelt. Other activities included a NICE sponsored lecture entitled "Before the Mayflower", The Land Preservation Society held a 50<sup>th</sup> celebration in the library, along with displays in the display cases, and a number of other programs throughout the month. The staff was

extremely busy this month as many duties were shared due to some days being short staffed. Through it all, many projects were done such as collection maintenance , displays, programming, troubleshooting tech, marketing and much more. Lee spent much time regarding Charge Point (the EV charging stations) to change the charge from free to .25 per kwh with a parking charge after a grace period, and also changing the payments to go to the library and not the town. Public notified one month in advance. (See Director's Report).

Leah spent much of the month with summer program planning and outreach. She had a role as guest performer at the Head Start's annual Literacy Fair with outdoor story time, and performing some emcee duties which made a fun time for all. She also attended on behalf of the library the JCS's annual Specialist's Night interacting with families and getting them excited with the summer reading. She also contributed to the elementary schools' annual letter home to parents about the importance of summer reading and created a summer reading video to be shared in the classrooms and across social media. She also had a virtual meeting with a high school student working on her civics project and her aim at bringing more diverse books to the Norton school libraries. She also liaised on behalf of the library with organizers of the Norton Pride Celebration. (See Youth Services Report).

**Correspondence:** Town Manager alerted Lee that an email was received from Senator Paul Feeney in regards to \$25,000 for NPL to be used for the paving project.

**Old Business:** Budget status, EV charging stations, Gazebo graffiti

**New Business:** Changes to EV charging stations, Open Meeting Law & Public Records update.

**Bills:** Herb Ellison made a motion to pay the bills, seconded by Robert Keating. The vote is as follows : Robert Berg, yes; Christine LeFort, yes; Brian Stalters, yes; Herb Ellison, yes; Jill Mathieu, yes; Robert Keating, yes; Andrea Sullivan, yes ; Patricia Binegar, yes. Motion approved.

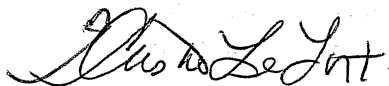
**Next Meeting:** Tuesday, September 12, 2023 at 6pm

**Adjourned:** 7:09 pm

**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