

RECEIVED  
NORTON TOWN CLERK

**Meeting of the Board of Trustees**  
**Via**  
**In Person & Remote Participation**  
**Tuesday, September 12, 2023**  
**6:07 PM**

2023 OCT 16 PM 2: 07

**Present:** Robert Keating, Jill Mathieu, Herb Ellison, Patricia Binegar, Christine LeFort, Brian Stalters, Lisa Daly-Boockoff, Lee Parker, Amanda Viana

**Absent:** Robert Berg, Andrea Sullivan

**Clerk's Report:** The Clerk's Report from June 13, 2023 was read. Herb Ellison made a motion to accept the report, seconded by Jill Mathieu. The vote is as follows: Robert Keating, yes; Jill Mathieu, yes; Herb Ellison, yes Patricia Binegar, yes; Christine LeFort, yes; Brian Stalters, yes; Lisa Daly-Boockoff, yes. Motion approved.

**Treasurer's Report:** The July 2023 and August 2023 Treasurer's Reports were reviewed and discussed. Herb Ellison made a motion to accept the reports, seconded by Patricia Binegar. The vote is as follows: Robert Keating, yes; Jill Mathieu, yes; Herb Ellison, yes Patricia Binegar, yes; Christine LeFort, yes; Brian Stalters, yes; Lisa Daly-Boockoff, yes. Motion approved.

**Park:** The entry gates were removed from the park. Herb picked up and dropped off bricks. He dropped off markers as well. He cleaned off and weeded a small section of the memorial bricks area. He also cleaned and weeded around the fountain. Patti will see about recruiting a volunteer to help clean the Paw Path. We discussed checking into new trash cans for the park and entrance to the building. The trail cams are up. Brian showed us where in the park they are installed.

**Building:** SS came to fix the humidity problem and found several thermostats not calling for cooling. He adjusted the cooling set points. System 2 was running warmer than 1 and found compressor module tripped. All stages are operational now that compressor module was reset. Capeway Aluminum said they would be installing the awning over the rear entrance on 7/19. Brian was notified that the door is still hitting the awning. Contacted John Leal Electric about electrical outlets throughout the library that are not working properly. The Library is now readmitted to the Municipal Complex parking lot plan (See Director's Reports).

**Director & Youth Services Monthly Report:** The July and August 2023 Reports were read and reviewed. Some highlights are as follows: There were two concerts in the park, multiple adult and youth programs were held throughout the summer including the Summer Reading Club, Craft and Fitness programs, Painting Classes, Virtual Author Talks. The Friends continued to be a wonderful asset, funding some of these activities. The Summer Youth Volunteers were so appreciated for their wonderful support for all the time they spent aiding with children's programs and registrations this summer. Hundreds of participants attended numerous children's programs throughout July and August. Almost 6,000 people visited over the summer and the programs served hundreds more. The summer was very busy. The ARIS reports were done over this time period(See Director and Youth Services Reports for full review).

**Correspondence:** Wheaton College made a donation of \$200. Received our first check from ChargePoint EV station.

Tamara submitted her resignation in August and will leave at the end of September.

**New Business:** The new holiday hours for 2024 were discussed.

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

**Next Meeting:** October 10, 2023 at 6:00pm followed by the Annual Meeting at 7:00pm

**Adjourned:** 7:50pm

**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