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Freetown Board of Library Trustees
Minutes of Thursday, February 18, 2021

7:00pm

Call to Order: Chairperson Paul Sadeck called the meeting to order at 7:00 pm.

Present: Irene Ashley, Linda Fournier, Christine Paiva, Lucille Rosa, Beverly Sadeck, Paul Sadeck, Peter Jankowski- Town Administrator, and Nicole Davignon – Library Director.

The secretary stated a quorum is present for the meeting.

Chairperson Paul Sadeck read the following statement: Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L.c 30 A sec. 18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Freetown Library Trustees will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public can be found on the Town of Freetown's website, freetown.gov. For this meeting, members of the public who wish to view this meeting will be able to view the meeting on freetown.gov. No in-person attendance of members of the public will be permitted but every effort will be made to ensure that the public can adequately access the proceedings in real time via technological means. If we are unable to do so, despite best effort, we will post on the Town's YouTube Channel an audio or video recording, transcript or other comprehensive record of proceedings as soon as possible after the meeting.

Chairperson Paul Sadeck welcomed Peter Jankowski the new Town Administrator to the meeting. Peter told the group that his office door is always open and to feel comfortable to approach him with any questions or concerns.

Review of Payroll: Payroll for January was reviewed – there were no questions or discussion. On a motion made by Linda Fournier and seconded by Christine Paiva the Library Trustees gave Nicole Davignon- Library Director authority to sign the ~~staff payroll~~ *Bills* with the exception of her own payroll. The motion carried unanimously and reaffirmed with a roll call vote.

Review of Bills: Bills for January were reviewed – there were no questions or discussion.

Review of Minutes: The minutes for January 21, 2021 and February 8, 2021 were reviewed. On a motion made by Irene Ashley and seconded by Linda Fournier the minutes were approved. The motion carried unanimously and reaffirmed with a roll call vote.

Report of Library Director: Nicole reported that the White Library will reopen on Monday after being closed for one week due to a Covid exposure. A Strategic Planning Workshop is being held in March which Nicole has signed up for. Waiting for the cory check on Alyssa Scott to come back, anticipate her first day of work to be March 8, 2021. Nicole reports the library that the lending of puzzles has been a big hit with the patrons. Christine Paiva has ordered some puzzles for the library. The library has been re-certified and we will be receiving our state aide in two payments.

Old Business:

Book pickup at Hathaway Library: Nicole reports that the book pickup at Hathaway has been busy. She will increase the pickup times— adding one night a week— when the new employee starts.

Hot Spot policy-Nicole to make updates to the policy and send it to the trustees to review prior to the next meeting.

Carpet Replacement: The purchase order has been signed. Carpet tiles have been ordered from Morency Floors. The East Freetown Congregational Church (across from the library) has offered to store some of the books while the carpet is being laid. The Town Administrator will speak with the Supervisor of the Highway Department to see if some members of his staff can assist with moving the books across the street once we have a date from Morency Floors.

Mice and Squirrel Infestation: Rick Kendrick (member of the building trustees) has set-up traps in the building. So far no mice have been caught. The noise that the library staff is still hearing is felt to be squirrels in the attic. The building trustees are not willing at this time to assume the expense of having an exterminator come and resolve the squirrel/mice issue and prevent further structure damage. An estimate given by one exterminator is \$1,795.00. The Town Administrator is going to investigate if we can access "town improvement funds" to resolve this problem.

Water Filter: No update- waiting for equipment.

Broken Handrail: No update

Walkway:- No update

Book Drop for Hathaway : No update

Additional outdoor lighting for both libraries: Nicole had spoken to Jeff and he was going to speak to the Town Administrator. No further update at this time.

Long Range Plan: The survey is available town residents to complete. So far we have 82 responses. Plan is to collect surveys until the next meeting.

New Business:


The library staff is working on developing a summer reading program for kids.

Paul and Nicole to meet to work on the next fiscal year budget,

Next meeting : March 18, 2021

Motion to adjourn at 8:21 pm was made by Linda Fournier , seconded by Lucille Rosa. The motion carries unanimously and re-affirmed with a roll call vote.

Respectfully Submitted



Beverly Sadeck