



## *Board of Trustees*

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### **Minutes Regular Meeting Thursday, March 17, 2022 at 2 PM at the Library/Community Center**

Members Present: Robert LaChance, Mary Fatsi, Donna Lynch, Anna Naum, Bernadette Quercia, and Aileen Witkowski

Staff Present: Alison Boutaugh, Library Director, and Linda Kaplan, Recording Secretary

Guests Present: Brenda Romanek

Members Not Present: None

**Robert LaChance called the meeting to order at 2:05 PM.**

#### ***Secretary's Report:***

- 1- Alison Boutaugh asked to correct her comment in the Secretary's Report of February 17, 2022 in the Trustees' Comments, #2, to be amended to: "Donna Lynch moved and Bernadette Quercia seconded the motion to authorize Alison Boutaugh to *investigate* the Capital Budget Fund to replace three items, specifically the boiler, front doors, and telephone system. There was no further discussion. The motion carried unanimously."
- 2- **Aileen Witkowski moved and Mary Fatsi seconded the motion to accept the Secretary's Report of February 17, 2022, with the correction, as presented.** There was no further discussion. **The motion carried unanimously.**

***Correspondence:*** None

#### ***Financial Report:***

- 1- Alison Boutaugh reviewed the Financial Report. Alison mentioned that the fuel bill is based on volume.
- 2- **Anna Naum moved and Mary Fatsi seconded the motion to accept the Financial Report as presented.** There was no further discussion. **The motion carried unanimously.**

#### ***Director's Report:***

- 1- Alison Boutaugh reviewed items in the Director's Report. She said that the staff will be working on inventory and may have to update or replace two computers that still use Windows 7. She also stated that two staff members will be attending the Computers in Libraries Conference on May 3-4.
- 2- **Anna Naum moved and Bernadette Quercia seconded the motion to accept the Director's Report.** There was no discussion. **The motion carried unanimously.**

**Old Business:**

**1- Buildings and Grounds Updates:**

- a. Alison Boutaugh investigated projects that she was asked to look into at the last Board Meeting that need attention. The boiler, installed in 1994, needs to be replaced and would cost \$21,370. Alison said that an older quote replacing the front doors would cost \$12,772. She mentioned that both projects would have to go out to bid.
- b. Robert LaChance said that he believes in “maintenance first” and that the boiler project needs to be done since it is “living on borrowed time.” The Board agreed to have Alison reach out to the town to start the process to replace the boiler and the front doors.
- c. Alison Boutaugh discussed photographs from the security cameras showing a car parked on the sidewalk approximately three feet from the front glass doors. She said that it belonged to the newspaper delivery service. Alison said that she tried contacting the delivery service twice so far to complain but hasn’t gotten a return call. She also said that there have been other cars and trucks that have parked on the sidewalk during the year and have broken some of the bricks along the driveway due to the weight of the vehicles.
- d. Alison Boutaugh gave the Board photographs of various types of ballers that could be installed on the sidewalk to protect the building and stop vehicles from parking on the sidewalk. The Board asked Alison to look into the cost of installing ballers.

**New Business:** None

**Citizens’ Comments:**

- 1- Brenda Romanek asked Alison Boutaugh to verify why the utility bills have risen. Alison explained that the town manages the utility bills. Ms. Romanek then said that she disagreed with the Board looking into installing ballers to protect the sidewalks and building. She said that purchasing ballers is a rash decision and said there are too many regulations in the town and government should not be making more, She said that the town government should not be making more rules and taking away our freedoms. She spoke for 20 minutes and ended by complementing Alison Boutaugh on keeping the library open during the pandemic and then thanked the Board for listening to her.

**Trustees’ Comments:** None

**Executive Session:**

- 1- **Aileen Witkowski moved and Anna Naum seconded the motion to go into Executive Session at 3:15 P.M. for the purpose of a reviewing a workshop for a Staff Evaluation System.** There was no discussion. **The motion carried unanimously.**
- 2- The Board came out of Executive Session at 3:35 P.M. No further action was taken at this time.

**Announcements:**

- 1- The next Regular Meeting will be held on Thursday, April 21, 2022 at 2 PM at the Library/Community Center.

*Adjournment:*

- 1- **Donna Lynch moved and Bernadette Quercia seconded the motion to adjourn the meeting at 3:35 PM.** There was no further discussion. **The motion carried unanimously**



Linda Kaplan, Recording Secretary

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