

Meeting Acushnet Public Library Board of Trustees

February 20, 2018, 4:30 p.m.

In attendance: Kristen Leotti, Chair

Diane Ferreira

Henry Preston

Nancy Francis

Jean Stripinis

Jeri Howland

Dina Brasseur, Director

Audience: Connie Preston

Motion was made by Nancy Francis to accept the Secretary's report from January 30, 2018 with changes noted and seconded by Diane Ferreira. All voted in favor.

Budget Report

Dina reports that the budget, including salaries and energies, is right on track. Most lines are pretty much spent out except those that are held out to the end of the year, like education. The budget is good. Motion was made by Henry Preston to accept this report and seconded by Diane Ferreira. All voted in favor.

Town Meeting Articles

Two articles were presented for the annual spring town meeting. The first is to authorize the revolving fund. The current amount is set at \$4,000. Dina suggested that the Board consider increasing the amount to \$6,000. In July, the fund started with \$2,955.30. So far, \$2,000 has been spent, and another \$2,000 needs to be spent. The average biweekly deposit is \$235. Nancy Francis moved to increase the amount of the revolving fund article from \$4,000 to \$6,000. Henry Preston seconded the motion. All voted in favor.

The second article authorized selling outdated material to the Friends of the Library for \$1.00. This practice has been in place for many years. Jean Stripinis made a motion to approve submitting the article and Diane Ferreira seconded it. All voted in favor.

DPW Perimeter Cleanup

At the last meeting a cleanup was discussed, including removing trees, vegetation, poison ivy and the fence around the library, and installing a new fence. Dina and Kristen looked at the trees in question and agreed that all but one should be removed. Dan Menard of the DPW obtained quotes for a replacement fence and the quotes are quite high. The question is should the work be done now or later.

Southeast Fence offered four options:

\$17,794.11 for white vinyl post and rail

\$26,025.83 for white picket

\$29,903.63 for aluminum picket

\$24,657.00 for aluminum on the sides and chain link across the back.

If the Library Friends were to pay for the fence, the lowest quote was \$13,000. The lower price is because the Friends is a non-profit organization. Cape Cod Fence is another possible option. Dina said the DPW is anxious to get started on the work. The temperature is good and the vegetation has not started to grow but there are concerns about beginning work without a fence in place as there is an eight foot drop behind the fence in the back of the library. Kristen said more quotes are needed. It took three weeks to get the first set of quotes. There was a discussion about who did other work around Acushnet. The Board felt that a black fence would be better than a white fence. Kristen suggested just doing the work on the sides and leaving the back as it is for now. Nancy Francis said to maybe table this until next year because of the expense. Jean Stripinis suggested cutting the branches but not doing the rest of the work.

Since the fence is a large expenditure, maybe it should be held for later and included in the Capital Plan. Dina said the work is in the Capital Plan but the price was unknown when it was submitted. It would be a library expense. Nancy Francis is in favor of tabling this issue for now except maybe removing the trees that are not growing into the fence. It is a big undertaking. Kristen Leotti said the town would remove trees with no expense to the library and that the town has permission from the White family to remove the willow trees. Some fence may have to be removed to take down the trees. The whole job would be done by the DPW. Kristen said the tree in front needs trimming but could be saved. Dan was hoping to start working tomorrow but now will have to postpone working on it. The Board is OK with removing the trees and discussed burning the poison ivy but realized that that was not a good idea. Kristen said that there is no evidence that the roots are pushing through the blacktop. Jean pointed out that if we were advised to take down the trees and we don't do it, we may be liable for any damage that may occur. Kristen said that the Board will revisit the fence later but it would be helpful to get more estimates. Dina will call Dan to say not to start the work. Jean made a motion to remove three trees on the south side and trim the tree by the book drop and to put a hold on the fence and the perimeter cleanup. Jeri seconded it. All voted in favor.

Kristen shared that she, Dina and Jim Marot (the Town's Building Commissioner) had an informal conversation about a walkway on the north side of the building. Jim said it is not possible to put in a walkway unless it is handicapped accessible; any new construction needs to comply with ADA regulations. An alternative to installing a walkway would be to open the staff entrance to the public, but this would require a security camera system. Dina has already started looking into quotes for security that would include the staff entrance and the entrance near the Community Room. If the system includes cameras at the main desk, may not be realistic to expect staff to look at the cameras at all times. Henry Preston said that any system should be connected to police station. Dina said that would be automatic.

The front walkway is still an issue—not heating—and the company is not responding to multiple calls from Jim Marot. Also, the sand from DPW is treated so it is burning the top of the walkway. Dina said the walkway was never sealed so that is contributing to the erosion on top of the walkway. Kristen said the top could be fixed.

Kristen asked if Henry had a chance to pursue estimates to replace the rear lower level door, and he said he would get prices from someone on Nash Road.

Dina reported that last Monday all the toilets in the ladies room were overflowing. Quick Flow spent three hours working to clean up. Quick Flow said the septic system looked fine. There are now new signs in all the rest rooms and trash cans in the stalls, as an alternative to people flushing things that should not be flushed. Quick Flow said to perhaps put clean-out pipes outside to make cleaning easier. The DPW will put in that pipe. Quick Flow also said the outside pipes are cracking and recommended PVC pipe connecting to the septic. DPW will do that also without breaking the parking lot. These two fixes will last 5 to 10 years. Quick Flow said to use more expensive toilet paper and swap hand dryers for paper towels. Quick Flow said the septic system is in good condition—an improvement over its condition last year but eventually the pipes will have to be replaced. Kristen asked if the septic system was in the Capital Plan draft. Dina said it was not but it will be in the next draft. Henry asked if new wiring would be needed for the hand dryers. Kristen said the restrooms may someday be unisex if we decide to open the staff entrance and the Community Room entrance, which would then require patrons to get keys for the restrooms, which would otherwise always be locked.

Databases

About two years ago, the decision was made to purchase the Chilton Library Database, and the Test and Education Reference Center Database. The cost is \$1,700 for both and the usage is very low. Chilton was used three times in 2016 and seven times in 2017. The Test and Education was used 17 times in 2016 and 12 times in 2017. Almost all access was in the beginning of 2017. It may have been the same user. The company rep sent a new database, not to replace the first two. You can download the new one directly to your own Google account and which is much more user friendly. Dina thinks we should eliminate the first two databases but now maybe try out the Peterson Test Prep for a year. Cost is about \$1,000 for the year. Only Acushnet cardholders would be able to use it. Multiple users are possible. There is not much use for the printed guides now and people tend to keep them too long. The Peterson is easy to use and has lots of scholarship information. It might be a way to get teens to use the library. Kristen suggested promoting the new database by using the sign at the center of town to say “for scholarship info, visit the library”.

Announcements

The annual Boston Bruins pajama drive is still on (until March 15). Collecting children and teen sizes.

There are two author visits in March supplied by the Friends:

March 5 Don Nelson on [Chappaquiddick](#)

March 19 Philomena Tripp on [Invisible Courage](#)

All tax forms and booklets are available. Still some Massachusetts forms.

According to the January statistics, usage is up. Program attendance is up. The highest Hoopla circulation so far. Multiple users at one time. Audio collection is vast.

The next Trustees meeting is scheduled for Tuesday, April 3, 2018 at 4:30 p.m.

A motion was made to adjourn the meeting at 5:40 p.m. by Henry Preston and seconded by Diane Ferreira.

Respectfully submitted, Jeri Howland, Secretary

Approved at 4.11.18 BOT meeting