

**Town Of Millbury
Meeting Minutes
Board of Trustees Millbury Public Library**

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MILLBURY, MASS.

Date: 9/19/18

Time: 6pm

Location of the Meeting: Millbury Public Library Meeting Room

Meeting Type: Regular X Special Emergency

Present: Jeff Raymond, Christine Brady, Stephanie Phillips Richter, Paul DiCicco, Bob Laut

Absent: Rita Sullivan, Carol Burke

Call to Order: Paul DiCicco called the meeting to order at 6:03.

Minutes: Stephanie Phillips Richter moved to accept the minutes of June, July, and August as written. Christine Brady seconded. Unanimous.

Chairman's Minute: Paul DiCicco let us know that the gutter repair is being completed. The gutter repairs, along with a repair of the wall from the rainstorms of the summer, are being funded by an insurance claim put in by the town human resources director James Kelley. The insurance claim is based on library damages and damages at the high school. Paul DiCicco is monitoring the repairs and the funding.

The wall repairs will be done by a carpenter from the Carpenter's Union/New England Carpenter's Training group. As the carpenter is engaged to Paul DiCicco's daughter, DiCicco went to the state ethics commission to clear the issue given the urgency of the season and the safety risk inherent in the situation. Jeff Raymond asked if the cost of the work will be over the \$10,000 threshold to require competitive bidding, and Paul DiCicco noted that insurance claims do not need to be covered under this per state ethics rules.

Paul DiCicco noted the requirement that the Board needs to approve this action per the ethics commission. Jeff Raymond made a motion to approve the action as devised by DiCicco, James Kelley, and Director Liz Valero. Bob Laut seconded. Discussion was a review of the legal situation to ensure that there did not need to be a bid and that all the relevant paperwork was filed properly. The vote was 4-0, with Paul DiCicco recusing himself due to the relationship with the carpenter.

The Carpenter's Union will redo the floor in the craft room into the children's area for free; the Library only needs to pay for the materials.

Bob Laut noted that the town should be letting the trustees know if it makes insurance claims.

Director's Report: Annual Friends meeting is 26 September at 6pm. Liz Valero requested that the trustees attend if they can.

Ann Dallair gave the Trustees a breakdown of the Summer Reading Program. The numbers were very good.

Liz Valero is working on the recap for the Town Report. Paul DiCicco reminded the Board that, if there are things we want highlighted in the report, to let Liz know by the end of the month.

Liz Valero gave a recap of upcoming events. Stephanie Phillips Richter noted that she has heard from some parents that the upcoming Stuffed Animal Sleepover time makes it difficult for families with parents who work during the day to attend and take part in the planned festivities; Liz will pass it along.

Eventkeeper goes live 1 October.

Liz also noted that Millbury had a winner in the Boston Bruins Summer Reading program. Kelsie Paquette won a signed hockey puck.

Liz will be attending the state USS Constitution event on 21 September.

Old Business: Discussed as part of Chairman's Minute.

New Business: No new business.

Adjournment: Chris Brady moved to adjourn, Stephanie Phillips Richter seconded. Adjourned at 6:50pm.

Carol F. Burke

[Signature]

[Signature]

Chris Brady

[Signature]