

# **MINUTES**

**For approval at the 9-9-09 meeting**

**Middleborough Board of Selectmen  
Meeting Minutes****August 24, 2009**

Chairman opened meeting at 7:01 PM by inviting those in attendance to join in the Pledge of Allegiance.

Upon motion by Selectwoman Brunelle and seconded by Selectwoman Duphily, Board voted to approve 8/10/09 meeting minutes.  
Selectmen McKinnon and Rogers abstained.

Upon motion by Selectwoman Brunelle and seconded by Selectwoman Duphily, Board voted to approve 8/10/09 Executive Session minutes.  
Selectmen McKinnon and Rogers abstained.

**ANNOUNCEMENTS**

Chairman announced that today was the deadline to receive comments re Mobile Home Rules & Regulations - Rent Control hearing to be held on 9/28/09 at 7:45 PM.  
Anyone wishing to provide verbal comments, at the hearing, may do so.

**NEW BUSINESS**

Upon motion by Selectwoman Brunelle and seconded by Selectwoman Brunelle to approve request from Veterans' Agent to hold an Open House in his office and the Eastern Bank building conference room from 1 pm to 3 pm on Sunday, September 27, 2009.

Four in favor. P. Rogers abstained.

Upon motion by Selectwoman Brunelle and seconded by Selectman Rullo, Board voted to appoint Steve Valerio as a Middleborough Police Officer, effective 8/24/09.

Four in favor. P. Rogers abstained.

Upon motion by Selectwoman Brunelle and seconded by Selectwoman Duphily, Board voted to approve Town Hall rental request by Nemasket River Productions for 10/3/09 through 10/24/09 and for a One-day Wines & Malt Beverages liquor license for 10/9 and 10/24 from 7 PM until 11 PM.

Four in favor. P. Rogers abstained.

Upon motion by Selectwoman Duphily and seconded by Selectman Rullo, Board voted to approve use of Town Hall parking lot by Central Baptist Church on Saturday, October 31, 2009 from 5:00 pm to 8:00 pm for fourth annual Trunk or Treat program.

Four in favor. P. Rogers abstained.

Upon motion by Selectman Rullo and seconded by Selectman McKinnon, Board voted to allow the North Congregational church to erect the use of barriers to block off Plymouth Street in front of the North Congregational Church on Saturday, September 26, 2009,

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from 8 a.m. to 3 p.m. for its annual Fall Festival/Craft Fair, with a rain date of Sunday, September 27 from 10:30 A.M. to 4:00 PM, if needed.

Four in favor. P. Rogers abstained.

Upon motion by Selectwoman Brunelle and seconded by Selectman McKinnon, Board voted to appoint Judith Bigelow-Costa and Alan Edwards to the Commission on Disability. Chairman thanked appointees for contributing their time to the Town. Four in favor. P. Rogers abstained.

Selectwomen Brunelle and Duphily disclosed that they are both members of the Middleborough Friends and that they would be voting on the following in their capacity as Selectwomen. Upon motion by Selectman Rullo and seconded by Selectman McKinnon, Board voted to approve request by Middleborough Friends to place a 4'x8' sign on the Town Hall lawn from 8/27 to 9/26 advertising a dinner and dance to benefit the Animal Shelter. The sign is freestanding and does not require holes to be dug in the lawn and will be removed as soon as the event is over.

**OTHER**

Selectwoman Brunelle mentioned an email she received regarding donations to the Animal shelter for supplies and asked the Town Manager to provide contact information for the public. Town Manager announced that anyone wishing to make a donation should contact the Health Department at 508 946-2408. Town Manager also announced that anyone wishing to make donations towards the upkeep of the Santa House, should send checks to the Town of Middleborough and identify what the donation is for. Questions may be directed to the Town Manager's office at 508 47-0928.

**NEW BUSINESS**

Jim Sharlin, Executive Director for Muscular Dystrophy of Greater Massachusetts, addressed Board regarding the Muscular Dystrophy Drive on September 5<sup>th</sup> and 6<sup>th</sup>. Upon motion by Selectman McKinnon and seconded by Selectwoman Duphily, Board voted to allow Captain Andrade to run the Muscular Dystrophy Drive on September 5<sup>th</sup> and 6<sup>th</sup>.

Four in favor. P. Rogers abstained.

**OTHER**

Lincoln Andrews addressed the Board to give a brief update on the status of the Green School. He commended the Town Manager for hiring DPW Director Andy Bagas. He has not met him yet, but has found Mr. Bagas to be very responsive. As of today, the Green School is officially a clean site.

Ed Beaulieu addressed the Board briefly about a project called Project Lifesaver.

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Mr. Beaulieu noted that Middleborough is an aging Town. Also have high incidence of Autistic and Down Syndrome children and all of these groups tend to wander. Project lifesaver is very expensive to implement. The Future of Middleborough Trust was formed as a non-profit group last year. It will be producing a 500 piece puzzle of the Veterans' Memorial and Town Hall. Various organizations are supporting. The sale of the puzzles will pay for project lifesaver completely. Puzzle applications will be available at the Red White and Blue concert on Saturday for pre-orders. Puzzles will be available in the fall. The device is a bracelet worn like a watch and has a chip implanted in it much like a G.P.S. chip to locate a lost person. The group plans on paying for implementation and the monthly fee to run the program.

Special Town Meeting Warrant

Town Manager reviewed the articles on the Warrant. Health Officer J. Spalding addressed the Board and noted that an article to fund the Town's program to repair, replace or upgrade septic waste disposal systems did not appear on the STM Warrant. After discussion, it was noted that this was due to miscommunication. Upon motion by Selectwoman Brunelle and seconded by Selectman Rullo, Board voted to open the Special Town Meeting Warrant, include the article, and close the Warrant. Three in favor. S. McKinnon opposed. P. Rogers abstained.

Jane Lopes addressed Board asking if we have dollar amounts for articles that ask to buy things. The Town Manager is waiting to hear from School Department re walkway. Town Manager noted that none of this money will be borrowed. We have overlay and free cash.

Selectman McKinnon asked Town Manager about Enterprise Account. Town Manager indicated that he had spoken with Town Accountant and determined that it is better for Spring Town Meeting.

**HEARINGS, MEETINGS & LICENSES**

Library Director Danielle Bowker appeared before the Board to present the Library Five-year Plan of Service (attached).

Director Bowker commended her staff for volunteering to take furlough days to help towards 1.5% budget cuts. She thanked her staff and the patrons. Chairman offered his thanks to the library staff for its willingness to take furlough days. Selectman Rullo commended Director Bowker for her survey, noting that she has done a wonderful job and that the survey serves as a great tool to learn what types of services the patrons/public are looking for.

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**Resort Planning Monies – Continued Discussion**

Chairman read aloud letter dated 8/19/09 from Wampanoag Tribal Chairman Cedric Cromwell (attached). Planning Director Ruth Geoffroy explained that the Trading Cove At Mashpee (TCAM) is the corporate entity of the two investment groups. The checks for pre-planning and water/wastewater have come from TCAM.

Upon motion by Selectwoman Brunelle and seconded by Selectman Rullo, Board voted to authorize the use of Resort Pre-planning funds for three staff positions through the end of September.

Three in favor. S. McKinnon opposed. P. Rogers abstained.

John Glass (Everett) Square Area – Strategic Plan

Selectman Rogers indicated that he needs further review/understanding of this.

Selectwoman Duphily stated that the area needs to be addressed. Town Manager suggested taking it off for now and will come back with more information

Medical Facility Feasibility Study

Town Manager wants it here in Middleborough and not in a neighboring community. We want the tax revenue and the employment opportunities. We want to be ahead of the curve and therefore strongly urges the study. Selectwoman Duphily agreed that we need a medical facility in Town, but didn't agree with spending money to look at a building, such as St. Lukes, which we do not own. She is concerned with wording. Selectwoman Brunelle sees a need for a medical facility and agrees with a feasibility study, but not limited to any one study. Selectwoman Brunelle indicated that we need to focus more on the impact of the casino. Upon motion by Selectman Rullo and seconded by Selectwoman Brunelle, Board voted to authorize Town Manager to seek proposals and come back for funding at a later date.

Four in favor. P. Rogers abstained.

Transportation Design and Review Assistance

Town Manager noted that McMahon Associates needs to give Board a phase out that does just what we need to do now with a cost estimate. Upon motion by Selectman Rullo and seconded by Selectwoman Duphily, Board voted to authorize to work with McMahon Associates for Transportation Design and Assistance Phase I

Four in favor. P. Rogers abstained.

Color Plotter for GIS Mapping

Town Manager advises in favor of purchasing color plotter. Selectwoman Brunelle asked if can we get something for lesser money and how often are we doing presentations at the state level. Town Manager indicated that we have been attending these meetings frequently. More than occasional would be his answer. Planning Director indicated that

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we need something that prints fast enough as Aerial shots with other things overlapping take ½ hour to print. This machine wouldn't just be for Planning but for other departments who can get on GIS system.

Upon motion by Selectwoman Duphily and seconded by Selectman Rullo, Board voted to allow the purchase of a color plotter for G.I.S. mapping to be purchased through bid process and not to exceed \$6k.

Three in favor. S. McKinnon opposed. P. Rogers abstained.

Rental Housing Certification Program

Town Manager reminded the Board that this was something we heard the loudest and clearest on our trip to Connecticut. What they learned from staff there was surprising as to what they faced. Selectwoman Brunelle and Selectman Rullo do not think we need to spend this money at this time. Selectwoman Duphily agreed. Selectman McKinnon listened to this presentation at the Resort Advisory Committee meeting. He cannot reconcile how this is going to fit in with the Resort Casino - doesn't see we have same housing problems as Connecticut. Board agreed to bypass for now.

Chairman would like to have the two proposals come before the Board from the Police Station Building Study Committee for a new police station in the near future.

**OTHER**

Selectwoman Brunelle noted that Arthur Westgate and an assistant had painted the Town Hall Auditorium walls behind and on either side of the stage and extended the Board's appreciation that they had painted more than expected. Board's secretary to draft thank you letter. Selectwoman Brunelle also noted that a letter of thanks is being sent to Ted Eayrs who had painted/repainted the wall at the top of the staircase landing of Town Hall through the assistance of Merrie Mizaras.

WARRANT

Betterment Septic program –

Upon motion by Selectwoman Brunelle and seconded by Selectman Rullo, Board voted to sign Special Town Meeting Warrant, as amended

Four in favor. P. Rogers abstained.

**TOWN MANAGER'S REPORT**

Goals and Objectives

Town Manager indicated that he could not comment on the Selectmen's Meeting Room sound system as Roger Brunelle had been out on vacation last week and was out sick day. #1. CGI video will be available on OECD website soon and will be connected to our website soon.

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#2. Charter Committee - close to wrapping up there work in the next few months.  
#3. Electronic distribution of weekly packets - we have begun the process.  
#4. Rules and Regulations – Town Manager noted that a resident in the room has volunteered to help organize them and the Town Manager will put together a quick committee to work on it. Selectwoman Brunelle would like to work on it with Town Clerk as Town Clerk will be responsible for them  
Town Manager reviewed the remainder of the goals and objectives as referenced on the attached.

Town Manager announced the Greater Taunton Surge holding a Pandemic Flu Table-Top Exercise on Wednesday, September 23, 2009.

Town Manager presented memo from Roger Brunelle asking the Board to declare fairly old equipment as surplus.

Upon motion by Selectwoman Brunelle and seconded by Selectwoman Duphily, Board voted to declare 155 items as surplus as presented by the I.T. department on the attached list.

Four in favor. P. Rogers abstained.

**OTHER**

Ed Beaulieu addressed Board to announce that he now knows who the ghost of Town Hall is. Solomon Eaton who designed original architect of Town Hall who died before it was completed or Horacio Barrows who took his place.

Allin Frawley indicated that he thinks we need certification by the Wampanoag Tribe. Town Manager indicated that our letter to the Tribe is our certification and offered the opportunity for the Tribe to share any comments or concerns and they did not. They said thank you. Mr. Frawley asked if we got Town Counsel's opinion. Town Manager indicated that we received the opinion of Dennis Whittesley.

Mr. Frawley asked if he provided it in writing. Town Manager noted that we could get it, but it will cost us money.

**CORRESPONDENCE**

#4 Commuter Rail Task Force Membership – Ruth Geoffroy suggested that she not continue to represent us in this capacity. Selectman McKinnon recommends she continue. Board agreed.

#7 Regionalization Conference – Selectman McKinnon thinks we should continue to look at combining activities like dispatch EMS and police dispatch - combining Towns.

#8 SRPEDD offers Town Municipal Assistance – get Town Planner to look into – may be helpful to her.

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#13 COA Caregiver support group meeting is scheduled on 9/9/09 from 5:30 PM - 7 PM.

#6 Just to make public aware Police Department is looking for matrons.

#10 Finance Committee recommending not spending money out of the stabilization fund. Town Manager will attend meeting next week. Selectman Rullo would like to know where the Committee suggests we come up with money if not from stabilization fund.

Upon motion by Selectman McKinnon and seconded by Selectwoman Brunelle, Board voted to adjourn meeting at 9:50 pm.

Four in favor. P. Rogers abstained.

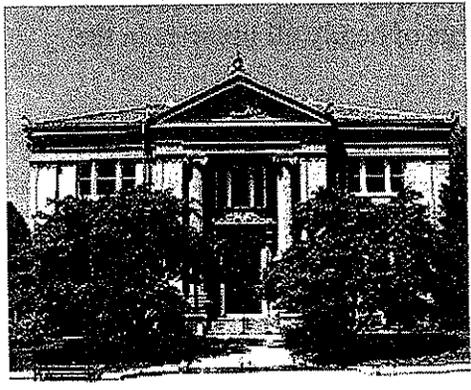
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Jackie Shanley, Confidential Secretary  
BOARD OF SELECTMEN

# Middleborough Public Library

## Plan of Service

Danielle Bowker, Library Director



FY2010-FY2014



## **INTRODUCTION**

The Middleborough Public Library is continuing the practice of developing a plan in order to help identify and analyze community and library needs, determine library service priorities and develop goals and objectives which address short and long-range solutions to library problems.

This plan was developed using the model presented in *Strategic Planning For Results* (Nelson, 2008.) The Director attended a series of workshops at the SEMLS office prior to beginning the process. She served as a primary resource person, gathering and analyzing data, identifying library needs and preparing drafts for consideration and approval of the Library Board of Trustees. At the initial brainstorming meeting, the vision and mission statements from the 2007-2009 Long Range Plan were reviewed and revised.

The plan produced by this process will serve as a blueprint to guide library service development for the next five years. The plan is not static. Planning is an ongoing process which will require revisions as the plan begins to produce results. In light of the current dismal state of the economy, budgets at the Departmental, Municipal, and State levels will all have an impact on the timelines of this plan. Annual updates and revisions are to be expected. If planning strategies contained in goals, objectives and activities are successful, objectives may change during this cycle, with new objectives replacing those which have been met.

## **BACKGROUND**

The Town of Middleborough, second largest in area in Massachusetts, has a population 22,207. In the past two decades, the Town has experienced substantial growth. The community seeks to find a balance between maintaining the small-town atmosphere and welcoming businesses that would provide sufficient revenue to support a high level of services.

The Library, built in 1903, underwent an addition and renovation in 1992. The present building has 25,000 sq. ft., is handicapped accessible and is equipped for public Internet access, including wireless. The Library is a member of the SAILS Network. The Library is also a member of the Southeastern Massachusetts Library System (SEMLS) and participates in the Massachusetts Virtual Catalog which allows residents to access the holdings of nearly all libraries in the Commonwealth.

There are five full-time and seven part-time employees working a total of 368 hours per week in the Library. Salaries are funded through municipal appropriation and with the use of State Aid Funds. In FY 2008 and 2009 some LSTA Grant funds were also available for salaries. Currently, the Library is open 50 hours/week from Labor Day through the end of June, and 45 hours/week in the Summer. A series of budget cuts at the beginning of FYs 2006, 2007 and 2008 plus reinstatements of funding at Fall Special Town Meetings led to fluctuations of schedules and confusion on the part of some Library users. FY 2009 was the only stable year in the previous plan cycle.

We provide library services in accordance with to ALA's Library Bill of Rights and comply with the Massachusetts Board of Library Commissioners Minimum Standards. The local appropriation has increased at a pace necessary to meet minimum standards. In FYs 2006, 2007,

and 2008, waivers were applied for and the applications subsequently pulled as funds were reinstated at the fall Town Meetings.

When looking to the future, a key element to keep in mind is the Town's level of growth: the population is expected to reach the 25,000 mark during the life of the plan. The Middleborough Public Library then enters the next grouping as outlined by the Massachusetts Board of Library Commissioners. The Library would then be required to be open an additional 9 hours per week.

### **SERVICE RESPONSES AND GOAL SETTING**

The list of *Service Responses in Strategic Planning for Results* differs from those listed in the previous edition of Sandra Nelson's planning guide, *The New Planning for Results*. Of the eighteen responses defined, eleven were considered to be part and parcel of our normal Library service. The group felt that two: "Build Successful Enterprises" and "Express Creativity" would not be included in this document. While the Middleborough Public Library does offer information relative to both service areas, it does not provide enough service to warrant inclusion at this time.

Five responses were chosen as main areas of focus for the 2010 – 2014 cycle and goals and objectives were developed to support the following:

1. Create Young Readers: Early Literacy
2. Stimulate Imagination: Reading, Viewing and Listening for Pleasure
3. Make Informed Decisions: Health, Wealth and Other Life Choices
4. Satisfy Curiosity: Lifelong Learning
5. Know Your Community: Community Resources and Services

**Goal 1. The Middleborough Public Library will maintain a level of service that meets or exceeds the expectations of the residents of the community.**

Objective 1. By FY14, 98% of survey responders will indicate that the service received from the Middleborough Public Library meets or exceeds their expectations.

- Activity 1. Develop surveys.
- Activity 2. Conduct surveys and analyze.

Objective 2. In each year of the plan, the Library will continue to conform to the standards set forth by the Massachusetts Board of Library Commissioners for State Certification of Libraries. (See Appendix)

- Activity 1. Each year, the Library Director will prepare a budget which meets the needs of the community and commensurate with the regulations.
- Activity 2. The Director, the Trustees and the Friends of the Library will advocate for the budget in discussions with the Board of Selectmen and the Finance Committee and on Town Meeting floor.

**Goal 2. Parents and Children of Middleborough will have access to Library spaces and programs which provide opportunities for promoting the joy of reading and improving family literacy.**

Objective 1. The Library will continue to offer family story hours at the current level of two per week during the non-holiday periods in each of the plan years.

Objective 2. During each year of the plan, the Library will conduct a Summer Reading Program.

Activity 1. Coordinate with the SEMLS Region to participate in the chosen theme.

Activity 2. Children's staff will work cooperatively with other Town Depts. and groups to provide enrichment experiences for youngsters and their families.

Activity 3. Develop and promote the schedule through various media & fliers to schools.

Objective 2. The Library will maintain its partnership with the Middleborough Public Schools to provide field trip opportunities for Kindergarten and Elementary classes.

Activity 1. Develop a co-operative plan with the Memorial Early Childhood Center to introduce young children to the Library.

Activity 2. Library staff will have a presence at MECC, Mary K. Goode and Burkland School Fall Open House nights to introduce the Library to families.

Objective 3. During each year of the plan, at least 2 informative and entertaining family events will be hosted by the Library.

Activity 1. Coordinate with EPIC, PTA groups, and Home schooling parents to determine areas of interest.

Activity 2. Schedule programs.

Activity 3. Promote events through various media & fliers to schools.

**Goal 3. The residents of Middleborough will have an up-to-date, accessible, and attractive collection of titles, in a variety of formats and in keeping pace with the newest technology in information dissemination, which satisfies their interests and meets their informational needs.**

Objective 1. By the end of FY12, total circulation of materials will increase by 5% over FY09 totals.

- Activity 1. Note circulation statistics for FY09. Weed current material; replace with newer material.
- Activity 2. Promote new materials by through media, programs and outreach.
- Activity 3. Note circulation statistics for FY12 and compare. Analyze.

Objective 2. By FY14, 98% of survey responders will indicate that their experience in finding sufficient reading, viewing and/or listening materials through the Middleborough Public Library has been good to excellent.

- Activity 1. Develop surveys.
- Activity 2. Conduct surveys and analyze.
- Activity 3. Respond to surveys by adjusting budgets, weeding, and purchasing materials as needed.

**Goal 4. The Young Adults of Middleborough will have a permanent place at the library for engaging in networking, social interaction, and education activities.**

Objective 1. By 2011, Teen Scene will be open a minimum of two days per week during the school year.

Objective 2. 95% of Teen Scene users will indicate that their experience of the room was very good to excellent.

- Activity 1. Survey Teen Scene users by the end of the school year.
- Activity 2. Survey MTAG members by the end of the school year.
- Activity 3. Analyze survey data and input from observations and informal conversations.

Objective 3. Each year of the plan, at least 3 programs aimed at youth 11-18 will be presented.

- Activity 1. Conduct quarterly meetings of the Teen Advisory Group (MTAG) to gain input on program ideas and assistance with program planning and implementation.
- Activity 2. Schedule programs to work with the Middle School and High School calendars.

Objective 4. In FY14, a part-time YA Librarian Position will be instituted. The duties of this individual will include collection development and programming for this age group.

**Goal 5. The Library will partner with other local departments, groups or agencies to present opportunities to explore information on a variety of life choices for our adult and / or teen users.**

Objective 1. Each year of the plan, at least 2 programs will be presented for the benefit of users in response to needs and wants as expressed in surveys and direct requests.

Activity 1. Collect data via annual surveys and specific requests by patrons relative to subject matter for potential programs.

Activity 2. Gather information for other groups/agencies with respect to their ability and willingness to present a session at the Library.

Activity 3. Schedule and promote programs in the media.

Activity 4. Survey attendees to assess program success.

**Goal 6. The residents of Middleborough will have access to a wide variety of avenues for their ongoing informational and educational needs.**

Objective 1. By FY14, the number of patrons making use of the educational online services will increase by 20% over the FY10 usage.

Activity 1. Investigate online products that would enhance Lifelong Learning Activities.

Activity 2. Promote and educate the public on chosen products.

Activity 3. Conduct survey of users and analyze use statistics to assess products for renewal or replacement.

Objective 2. By FY14, the number of patrons making use of Library Memberships area museums, zoos and educational attractions will increase by 20% over the FY10 usage.

Activity 1. Develop a list of the most desirable and cost-effective pass plans made available to public libraries.

Activity 2. Seek funding / sponsorships for annual memberships.

Activity 3. Promote the service in the media.

Activity 4. Conduct survey of users and analyze use statistics to assess products for renewal or replacement.

**Goal 7. The people of Middleborough will have a primary resource for local information in the Public Library.**

Objective 1. By FY14, the number of people seeking local information through the Library will increase by 5% over the FY09 level .

Activity 1. The library will maintain a database of local information including, but not limited to, lists of groups serving Middleborough residents and business people.

Activity 2. The Library will work closely with the Town to serve as a depository of both current and archival information. (*i.e. Town Meeting tapes, etc. Current public documents of interest*)

Activity 3. Analyze reference statistical reports to assess increase / decrease of use.

APPENDIX A

Within the period of this plan, the Town's population will reach 25,000. This puts the Middleborough Public Library into the next category and will require that the Library be open 59 hours per week. The following time line adds in hours and staffing gradually. Salary figures are based on the current pay scale which expires at the end of FY10.

FY10 – Open 50 Hours

MG		Lib Tech	Gr 6 St 9	35.0	20.1200	\$36,618
SD		Lib Tech	Gr 6 St 9	12.0	20.1200	\$12,555
LS		Lib Tech	Gr 6 St 9	35.0	20.1200	\$36,618
JT* taking voluntary cut in	Jan '10	Lib Tech	Gr 6 St 9	35.0	20.1200	\$28,772
BR* hours cut		Lib Tech	Gr 6 St 3	10.0	15.0600	\$452
Part-time Total				140.0		\$115,015
RC		Custodian	Cust Step 8	25	18.2500	\$23,725
CD		Asst. Dir.	Gr 10 St 5		982.57	\$51,094
D.Bowker		Director	DH St 2			\$73,819
MT		Youth Ser Lib	Gr 9 St 9		1038.50/wk	\$46,823
BB		Adult Ser Lib	Gr 9 St 9		1038.50/wk	\$54,002
DI		Sys Lib	Gr 9 St 9		1038.50/wk	\$54,002
PS*		Secretary	Gr 6 St 8	25	19.1600	\$21,766

Number of "desk staff" hours is 140 for 6 months  
then 125 for 6 months  
Should be 200 for 50 hour week

Short 75 Hours/Week as of Jan. 1, 2010

FY11 - Open 52 Hours

MG		Lib Tech	Gr 6 St 9	35.0	20.1200	\$36,618
SD		Lib Tech	Gr 6 St 9	12.0	20.1200	\$12,555
LS		Lib Tech	Gr 6 St 9	35.0	20.1200	\$30,341
JT		Lib Tech	Gr 6 St 9	20.0	20.1200	\$20,925
TBA		Lib Tech	Gr 6 St 1	15.0	13.6900	\$10,678
BR		Lib Tech	Gr 6 St 5	16.5	16.5700	\$14,217
Part-time Total				146.50		\$95,117
RC		Custodian	Cust Step 9	25	18.2500	\$23,725
CD		Asst. Dir.	Gr 10 St 6		1031.68	\$53,647
D.Bowker		Director	DH St 2			\$76,045
Child. Lib		Youth Ser Lib	Gr 9 St 1		729.36	\$37,927
BB		Adult Ser Lib	Gr 9 St 9		1085.73	\$56,458
DI		Sys Lib	Gr 9 St 9		1085.73	\$56,458
PS		Secretary	Gr 6 St 9	25	20.1200	\$26,156

Number of "desk staff" hours is 146.5  
 number of "desk staff" hours should be 208 to make 52 hours

Short 59.5 Hours / Week

FY12 – Open 54 Hours

MG		Lib Tech	Gr 6 St 9	35.0	20.1200	\$36,618
SD		Lib Tech	Gr 6 St 9	12.0	20.1200	\$12,555
LS		Lib Tech	Gr 6 St 9	35.0	20.1200	\$36,618
JT		Lib Tech	Gr 6 St 9	20.0	20.1200	\$20,925
TBA		Lib Tech	Gr 6 St 2	15.0	14.4000	\$11,232
BR		Lib Tech	Gr 6 St 6	10.0	17.3900	\$14,921
new PT (2)	at 18/ea	Lib Tech	Gr 6 St 1	36.0	13.6900	\$25,628
Part-time Total				176.00		\$158,497
RC		Custodian	Cust Step 9	30	18.2500	\$28,470
CD		Asst. Dir.	Gr 10 St 7		1083.27	\$56,330
D.Bowker		Director				\$78,327
New CL		Youth Ser Lib	Gr 9 St 2		767.75	\$39,923
BB		Adult Ser Lib	Gr 9 St 9		1085.73	\$56,458
DI		Sys Lib	Gr 9 St 9		1085.73	\$56,458
PS		Secretary	Gr 6 St 9	25	20.1200	\$26,156

Number of "desk staff" hours is 176  
 number of "desk staff" hours should be 216 to make 54 hours

Short 40 Hours / Week

FY13 – Open 56 Hours

MG		Lib Tech	Gr 6 St 9	35.00	20.1200	\$36,618
SD		Lib Tech	Gr 6 St 9	12.00	20.1200	\$12,555
LS		Lib Tech	Gr 6 St 9	35.00	20.1200	\$36,618
JT		Lib Tech	Gr 6 St 9	20.00	20.1200	\$20,925
TBA		Lib Tech	Gr 6 St 3	15.00	15.0600	\$11,747
BR		Lib Tech	Gr 6 St 7	18.00	18.2500	\$17,082
PT (2)	at 18 hrs	Lib Tech	Gr 6 St 2	36.00	14.4000	\$26,957
New PT	at 18 hrs	Lib Tech	Gr 6 St 1	18.00	13.6900	\$12,814
Part-time Total				202.00		\$135,545
RC		Custodian	Cust Step 9	30	18.2500	\$28,470
CD		Asst. Dir.	Gr 10 St 8		1137.43	\$59,146
D.Bowker		Director				\$80,676
new CL		Youth Ser Lib	Gr 9 St 3		808.18	\$42,025
BB		Adult Ser Lib	Gr 9 St 9		1085.73	\$56,458
DI		Sys Lib	Gr 9 St 9		1085.73	\$56,458
PS		Secretary	Gr 6 St 9	25	20.1200	\$26,156

Number of "desk staff" hours is 202  
 number of "desk staff" hours should be 224 to make 56 hours

Short 24 Hours / Week

FY14 – Open 59 Hours

MG		Lib Tech	Gr 6 St 9	35.00	20.1200	36,618.40
SD		Lib Tech	Gr 6 St 9	12.00	20.1200	12,554.88
LS		Lib Tech	Gr 6 St 9	35.00	20.1200	36,618.40
JT		Lib Tech	Gr 6 St 9	20.00	20.1200	20,924.80
TBA		Lib Tech	Gr 6 St 4	15.00	15.9700	12,456.60
BR		Lib Tech	Gr 6 St 8	18.00	19.1600	17,933.76
PT (2)		Lib Tech	Gr 6 St 3	36.00	15.0600	28,192.32
PT (1)		Lib Tech	Gr 6 St 2	18.00	14.4000	13,478.40
Part-time Total				202.00		137,106.84
RC		Custodian	Cust Step 9	40	16.6300	34,590.40
CD		Asst. Dir.	Gr 10 St 9		1194.30	62,103.60
D.Bowker		Director				85,590.00
new CL		Youth Ser Lib	Gr 9 St 9		808.18	42,025.36
BB		Adult Ser Lib	Gr 9 St 9		1085.73	56,457.96
DI		Sys Lib	Gr 9 St 9		1085.73	56,457.96
New PT Lib.		YA Lib	Gr 9 St 1	18.00	20.12	18,832.32
P. Scott		Secretary	Gr 6 St 9	25	20.1200	26,156.00

Number of "desk staff" hours is 202  
number of "desk staff" hours should be 236 to make 59 hours

Short 34 Hours / Week

## Summary of Survey Responses

Question 1: 97% of the responders have library cards, 3% do not

Question 2: 27% come in weekly, 23% come in 2 or 3 times/month, 31% monthly, 14% come yearly and 4% never come

Question 3: There were a total of 2204 positives and 415 negative responses.

400 people said that the overall atmosphere was one of the things they liked best about the Library. The collection was a close second at 382. In the negative, 162 people responded that the hours were what they liked least. 47 people responded negatively about the adult programs.

Question 4: Website use. 88.5% responded that they have used the website. 34% use it monthly, 29% use it weekly, 29% rarely use it.

Question 5: 74.7% of those that use the website, use it to access the catalog and place holds. 39.4% have reserved passes. 43.7% check the calendar. Obviously, we need to do a better job of promoting the online services as the lowest uses were World Book (3.6%), Tumblebooks (4.3%) and Live Homework Help (7.4%) Learning Express was left off the survey.

Question 6: Extended Hours: Later Saturday closing was the highest with 35% followed closely by Sunday afternoons at 26%

Question 7: By far, most people use the fiction collection. The highest number under “need more” was movies.

Question 8: Rating of experience finding what they want to read, listen to, or watch:

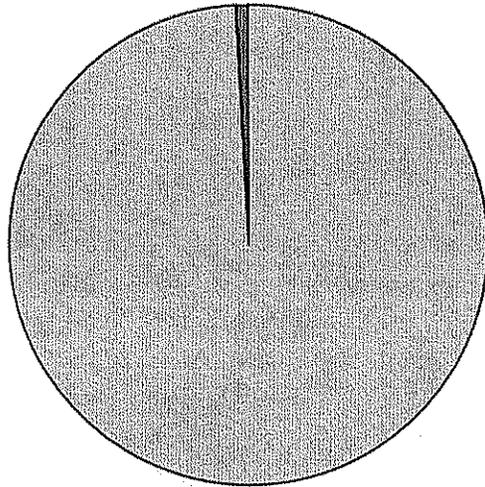
44.3% - Excellent, 46.9% - Good, 5.9% - Fair

Question 9: Local history is the most requested program (45%), Computer Skills (38.8%) Job Hunting and Current Events each had 33%

Question 10: 53% get information about programs from our website; 49% from the Gazette; 39% from posted fliers; 25% from the email newsletter

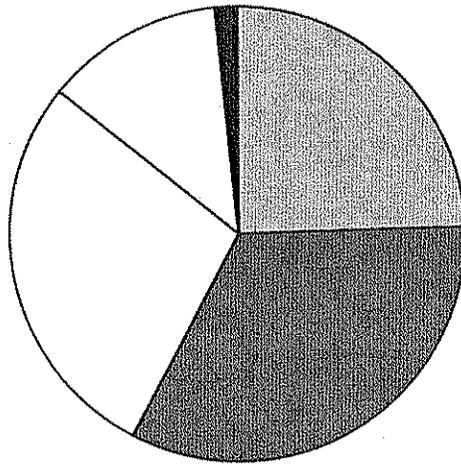
Question 11: 69.7% answered that our service meets their expectations and 29% say we exceed their expectations. 2.1% say we don't measure up.

**Do you have a Library card?**



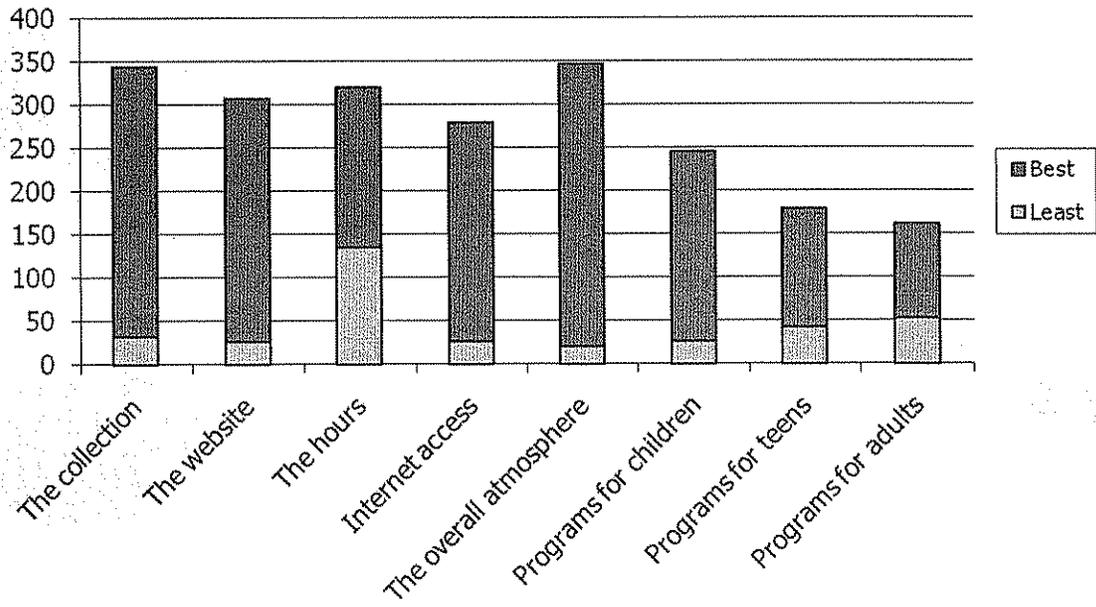
- Yes
- No

**How often do you use the Library?**

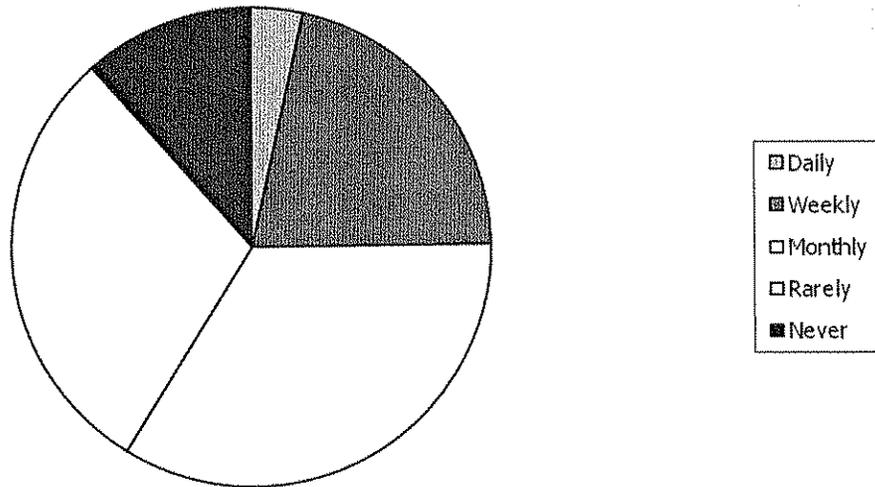


- Once per week
- Once per month
- 2 - 3 times per month
- Once per year or less
- Never

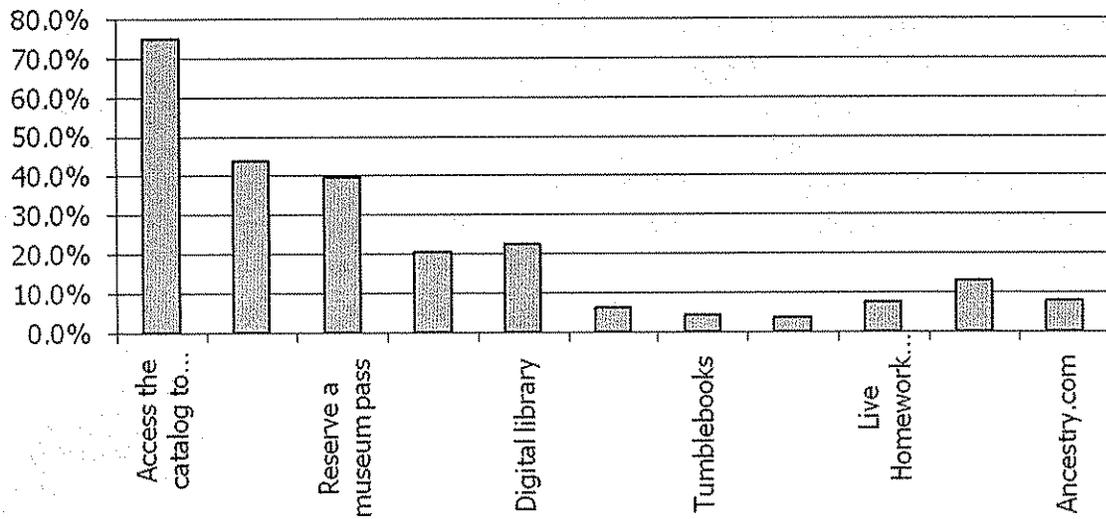
**We'd like to know what you like best or least about the Library.**



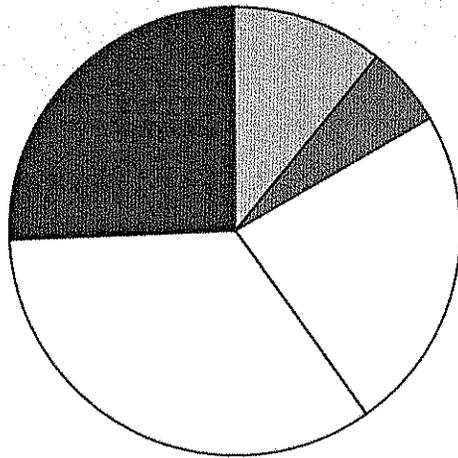
**How often do you use the Library's website (www.midlib.org)?**



**Which of the following Website features and service have you used? (check all that apply)**

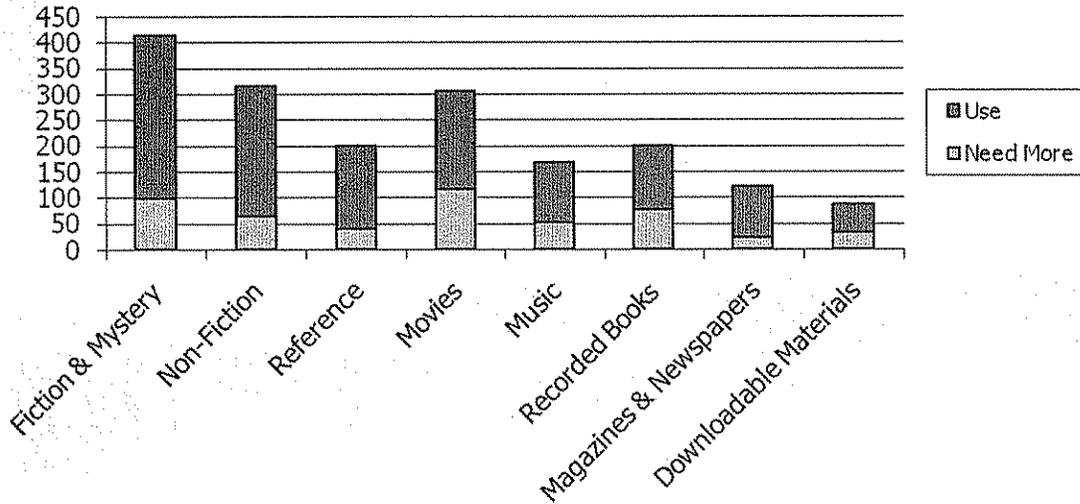


**If the Library could extend its hours, where would you like them added? Check only one.**

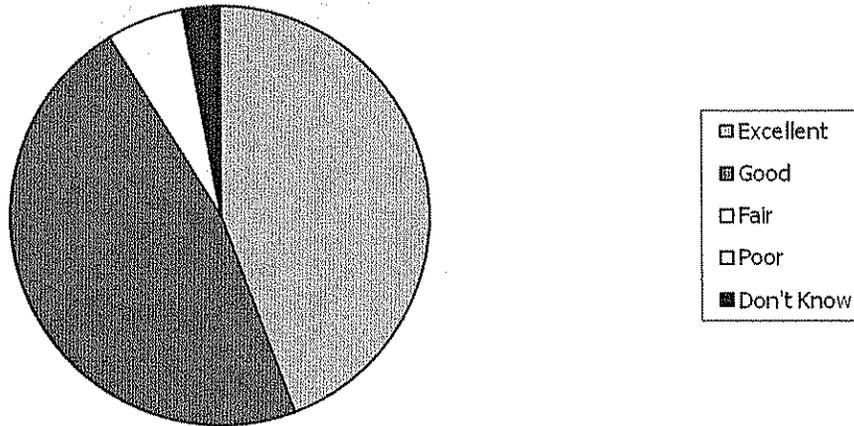


- Earlier weekday openings
- Earlier Saturday openings
- Later weekday closings
- Later Saturday closings
- Sunday Afternoons

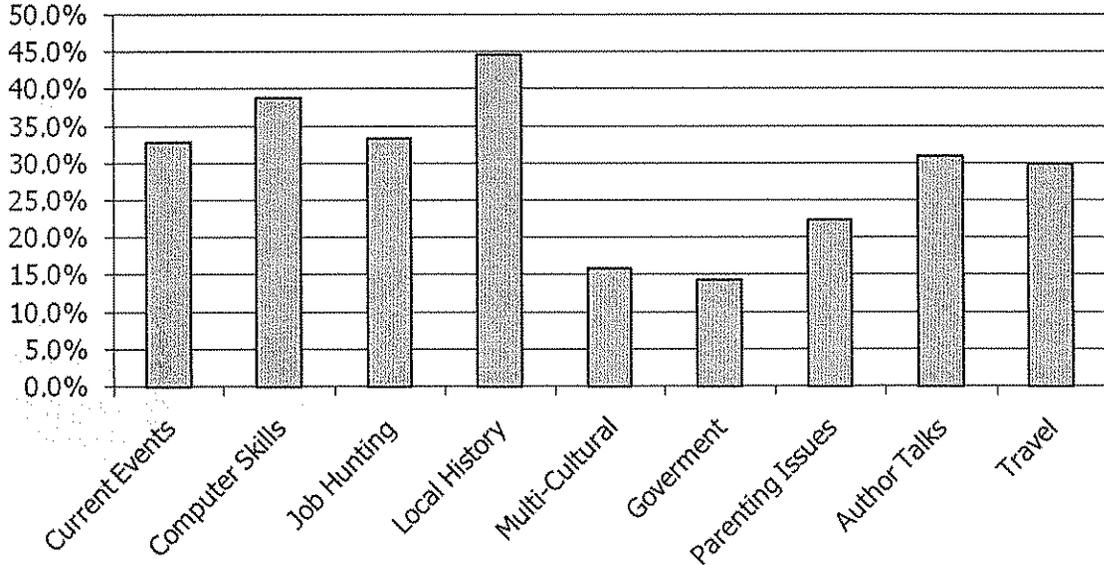
**Which part of the collection do you use and which would you like to see expanded? Check all that apply**



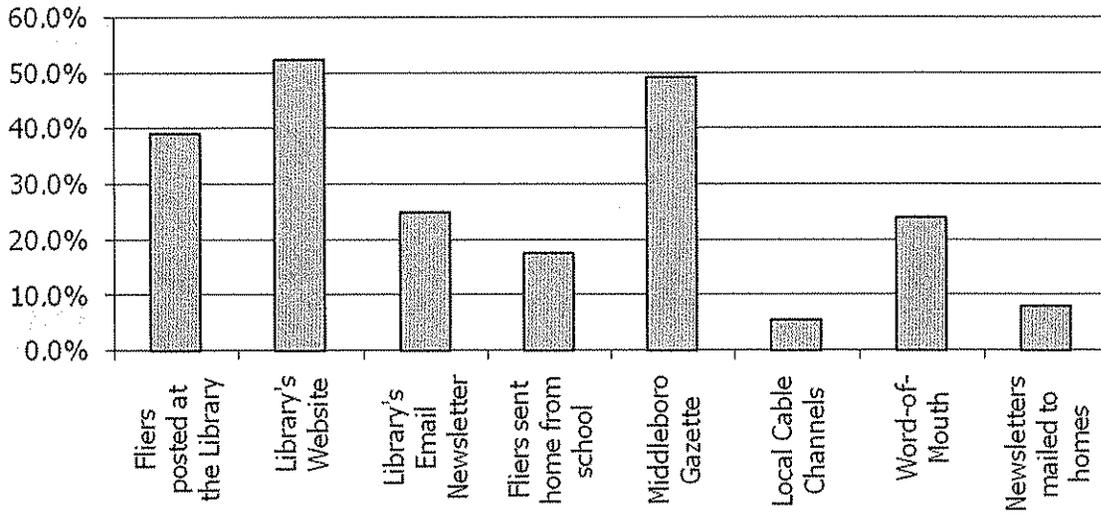
**Please rate your experience finding sufficient reading, viewing and / or listening materials through your use of the Middleborough Public Library and the SAILS Library Network.**



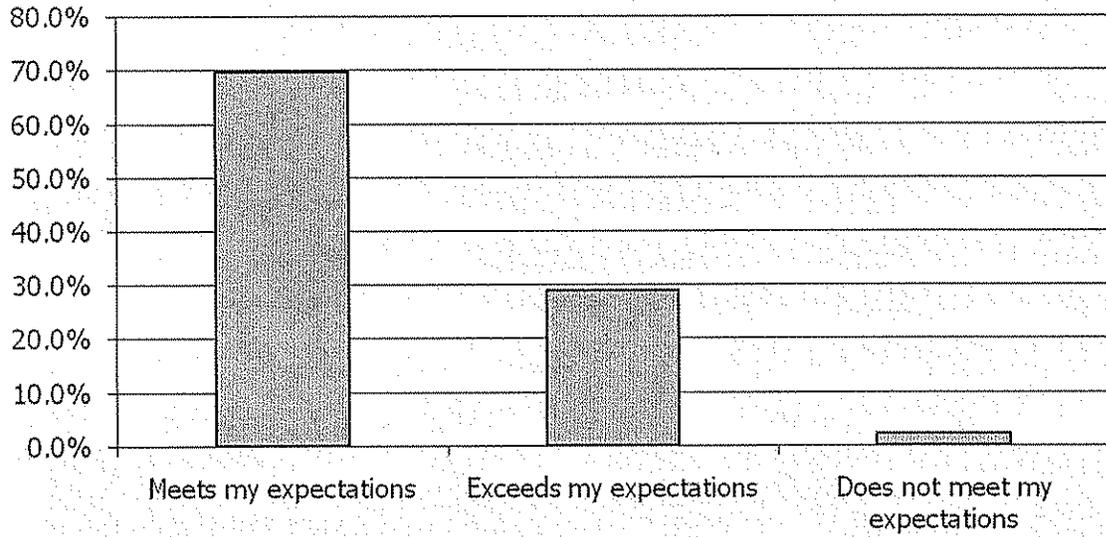
**What topics would you like to see featured in adult programming?  
Check all that apply.**



**Where do you find information regarding the Library's programs or events? Check all that apply.**



**Please rate the overall service of the Middleborough Public Library.**





## Mashpee Wampanoag Tribe

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August 19, 2009

Charles J. Cristello  
Town Manager  
Town of Middleborough  
10 Nickerson Avenue  
Middleborough, MA  
02346

Dear Mr. Cristello:

Thank you for your note and the accounting of the annual pre-opening mitigation and planning payments to the Town. We appreciate the professional manner in which the Town has undertaken to manage these payments associated with the Tribe's Gaming Project.

In your letter, you raised questions that have circulated concerning the Tribe's intentions if the project does not proceed. Specifically, your letter addressed whether the Tribe would seek the return of monies provided to the Town. As I indicated when I spoke to the Selectmen recently, the Tribe has no intention of seeking the return of monies provided by the Tribe that were spent by the Town according to the terms of the Intergovernmental Agreement (IGA). I would like this letter to stand as a confirmation of the Tribe's intentions and understanding in this regard.

As I did when I spoke with the Selectmen, I want to reiterate our desire to proceed with the Gaming Project in Middleborough and our desire to ensure the Town's participation in the development of the Project, including in discussions with the State of Massachusetts.

Please give me a call if you have any questions concerning this letter.

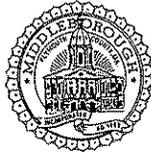
Sincerely,

A handwritten signature in cursive script, appearing to read "Cedric Cromwell".

Cedric Cromwell  
Chairman, Mashpee Wampanoag Tribe

cc: Board of Selectmen  
Resort Advisory Committee  
Ruth Geoffroy, Planning Director

*Incorporated 1669*  
*336 Years of Progress*



CRANBERRY CAPITAL  
OF THE WORLD



**Town of Middleborough**  
**Massachusetts**

JOHN F. HEALEY  
Town Manager

508-947-0928  
FAX 508-946-2320

**MEMORANDUM**

To: Board of Selectmen

From: Charles J. Cristello, Town Manager

Date: August 19, 2009

Subject: Goals and Objectives - Update

You requested that I give you an update on progress toward the goals that you set last December. I have made some brief notes after each goal, below.

- **Develop economic base to promote existing businesses; develop a letter from all three boards (Selectmen, Planning, Zoning) to recruit new businesses; have two new businesses come to Middleborough; reactivate the Business and Industrial Commission on creation of Economic Opportunity Search Committee (5)**  
A new marketing folder has been developed for use in recruiting businesses. The contents can be tailored to particular industries and businesses. We are working on various fronts to make Middleborough Park at @ 495 a more viable location now that the Campanelli Park is fully occupied, including seeking and receiving a 43D designation at Town Meeting. We have also been working to get the town-owned site on West Grove Street ready for disposition.
- **Update of Charter (ballot for April) (4)**  
The committee has been meeting regularly since it was appointed and is on target to be ready with their recommendations in time for Annual Town Meeting.
- **Use electronic means to distribute weekly packets (3)**  
We are now distributing the correspondence, outgoing correspondence and confidential correspondence electronically.
- **Comprehensive rules and regulations accessible to the public; establish By-laws Committee to organize them better (3)**  
We have begun assembling the Selectmen's policies for publication in a single document and for placement on the web site.

- **Getting a DPW Superintendent (3)**  
The position of DPW Director was created and the new director started on August 17, 2009.
- **Improve Nemasket River and Oliver Mill Park (3)**  
We have filed for an enhancement grant for the fish ladder that will rebuild and improve part of that structure.
- **Beautify downtown (2)**  
New planters have been installed on light poles in selected locations and plantings have been added on along Thatchers Row. The hedges will be replaced in front of the bank building with an iron railing and planters.
- **Upgrade the website (2)**  
A committee of staff has met with consultant Tom Rose to overhaul the website. A request has been sent to all department heads to solicit information from them. The public will be invited to comment on the progress of the design as it is being developed through the current site.
- **Full-time Custodian for Town Hall Buildings (1)**  
I put in a request to fund this position in the FY 10 budget process but due to our fiscal situation it was not funded.

***Other goals from brainstorming session:***

*Work with CLG to find stabilization and school department funding without override*

*Make sure bridges are safe and open*

*Work with Lakeville on water issue to ultimate resolution*

*Increase tourism with tax incentives to people already in town running stables (dude ranches), businesses with horses (waive stable fees), get trails tied up*

*Support of land bank or CPA to buy up 61A option land*

*Energy Efficiency*

*Rock Village School/Washburn Mill*

*Improve sound system in Selectmen Meeting Room*