

GOSHEN PUBLIC LIBRARY BOARD OF DIRECTORS

Monthly Meeting Wednesday, August 20, 2025 4:00 P.M.

This meeting will be held in the conference Room of the Town Hall
and via Zoom Conference call Zoom Conference Link: <https://us02web.zoom.us/j/84631800059>

Meeting ID: Dial number 846 3180 0059

Dial by your location: 1-929-205-6099

1. Call to order
2. Attendance
3. Minutes of: Regular Meeting of July 16, 2025
Emergency Meeting of August 15, 2025

4. Matters Arising from Minutes
5. Director's Report-See attached-email

6. Treasurer's Report - August

7. President's Report: Copies of Statutory Requirements forms attached:

1. Collection Development and Maintenance Policy
2. Library Material Review and Reconsideration Policy
3. Library Display Policy
4. Program Policy
5. Special Meeting dates to work on policies

8. New Business:

Letter from Cynthia Barrett, secretary of P&Z dated August 8, 2025, POCD Questionnaire attached.

Old Business:

1. Letter to the Board of Selectmen, "Physical Plant Facility" by secretary to be reviewed by board
2. Status of computers purchased and total cost of computers from Capital account for year 2024-2025.

3. Art exhibition: Sub-committee to explore: Lynette Miller, Anne Green and Josephine Jones
available in September.

9. Correspondence:

10. Public Comment:

11. Executive session to discuss Personnel Matters: Hiring and Staffing

12. Any other business rightly before the board.

13. Adjournment

Received August 19, 2025 11:20 A.M.

Attest [Signature]
Asst. Goshen Town Clerk

NEXT REGULAR MEETING WEDNESDAY SEPTEMBER 17, 2025 AT 4:00 P.M.

Goshen Public Library Board of Directors
Wednesday July 16, 2025
Meeting Minutes

1. Chairwoman Henrietta Horvay called the meeting to order at 4:02pm.

2. **Attendance:** Henrietta Horvay, Chairwoman; Josephine Jones; Patricia Sanders; Johanna Kimball; Lynette Miller; Anne Green and Linda Senkus Benedict, Library Director.

3. **Minutes of:**

Regular Meeting of June 18, 2025. Josephine Jones moved to accept the regular meeting minutes. Patricia Sanders seconded. All in favor.

Special Meeting of June 26, 2025. Lynette Miller moved to accept the special meeting minutes. Johanna Kimball seconded. All in favor.

Amended Minutes of May 21, 2025. Josephine Jones made a motion to accept the amended minutes. Patricia Sanders seconded. All in favor.

4. **Matters Arising from the Minutes:** None.

5. **Directors Report:** (See attachment). Linda Senkus Benedict reviewed the Directors Report and stated that the year-end budget will have been finalized next month. Lynette Miller moved to accept the Directors Report. Josephine Jones seconded. All in favor.

6. **Treasurer's Report:** (See attachment). Josephine Jones moved to receive the Treasurer's Report. Patricia Sanders seconded. All in favor.

7. **President's Report:** Henrietta Horvay stated that updating and clarification needs to be made to the Library Board of Directors By-Laws.

8. **Business:**

1. **New Statutory Requirements Pertaining to Library:**

1. **Collection Development and Maintenance Policy.**

2. **Library Material Review and Reconsideration Policy.**

3. **Library Display Policy.**

4. **Program Policy.**

Henrietta Horvay stated that all Board Members need to attend all policy meetings starting in August. She stated that copies of the requirements need to be given to Johanna Kimball and Patricia Sanders. She also stated that registration needs to be done in advance, a zoom link will then be sent.

2. **Motion to send letter that was tabled to the Board of Selectman:** Lynette Miller made a motion that a letter needs to be prepared by the secretary regarding facilities and reviewed by the board. Josephine Jones seconded. All in favor.

3. **Status of computers purchased and total cost of computers from Capital account for year 2024-2025:** Linda Senkus Benedict stated that three computers were purchased and installed. The board will be given this information at the next meeting.

4. **Discussion of the manner of sharing, or response to communication that concerns the Library Board business:** Lynette Miller stated that letters and correspondence to the Chairwoman needs to be shared with all Board members before the start of a meeting, if possible, so it can be looked over before the meeting starts. Lynette stated that the Board needs to place directions on how to access Town Meetings on the top of the website page.

5. **Discussion of Art Exhibitions in the Library:** Lynette Miller made a motion to create a sub-committee. The sub-committee includes Anne Green and Lynette Miller. Josephine Jones is available after September to join. Josephine seconded. All in favor.

At 5pm Johanna Kimball was excused from the meeting.

9. **Correspondence:**

1. Trip Report from Library Director, American Library Association Annual Conference:
Linda Senkus Benedict discussed her trip report.

10. Public Comment:

Marianne Stilson

11. Any other business rightly before the board: None.

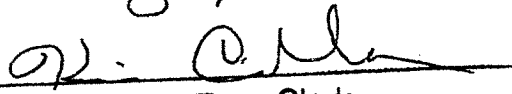
12. Adjournment: Patricia Sanders made a motion to adjourn the meeting at 5:16pm. Josephine Jones seconded. All in favor.

Respectfully Submitted,

 Willow P. Scott

Willow P. Scott
Commission Clerk

Received July 21, 2005 10:05AM

Attest 
Asst. Goshen Town Clerk

Goshen Public Library Board of Directors
Emergency Meeting, Friday, August 15, 2025
11:00 A.M. – Goshen Town Hall Conference Room

Attendance: Henrietta Horvay, Johanna Kimball, Patricia Sanders, Anne Green, Lynette Miller, Josephine Jones

Henreitta Horvay, President called to order at 11:00 AM. to discuss Library termination, resignation, hours and staffing.

Lynette Miller moved to move item 3.1 to the bottom of the Agenda. Anne Green second. Motion carries.

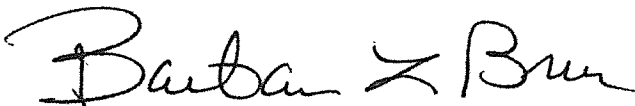
Scheduling open hours for the Library. Discussion was held and no action was taken. Hours will stand.

Staffing of the Library. State Statute 11-21 and governance of the Library was discussed. Will be discussed at another meeting when the First Selectman can be available.

Lynette Miller moved to reschedule a meeting for Monday, August 18 for 3:00 PM to discuss 3.1 (Termination of Library Director and resignation of Library Aide) and 3.3 (staffing of the Library) and to add communication to the agenda. Anne Green seconded. Motion carries.

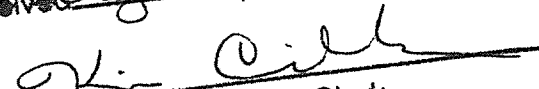
Lynette Miller moved to adjourn at 11:14 AM. Josephine Jones seconded.

Respectfully Submitted,



Barbara Breor
Clerk pro-tem

Received August 18, 2025 10:59 AM

Attest 
asst. Goshen Town Clerk



Henrietta C. Horvay <hchlibboarddir@gmail.com>

Correspondence or report

1 message

LINDA SENKUS <lsenkus@snet.net>

Thu, Aug 14, 2025 at 12:13 PM

To: "Henrietta C. Horvay" <hchlibboarddir@gmail.com>, "aggreen14.goshenlibrary@gmail.com" <aggreen14.goshenlibrary@gmail.com>, "jfjlibboarddir@gmail.com" <jfjlibboarddir@gmail.com>, "jklibboarddir@gmail.com" <jklibboarddir@gmail.com>, "lynettemiller622@gmail.com" <lynettemiller622@gmail.com>, "pslibdir@gmail.com" <pslibdir@gmail.com>

Dear Henrietta;

I am sending this for inclusion as correspondence if you decide to include it in the Board report. I copied all of the directors because I want to leave everyone up to date.

I continue to work with Josephine and Lynette when asked to do my part for your transition.

I am saddened that my story will not be told

Thank you to the Board for trusting me to implement what you asked me to do at Goshen Public Library.

Respectfully,

Linda Senkus Benedict

**2025 08 20 Library Directors Report.docx**

25K

Partially Completed Monthly Report to the Board of Directors For July, 2025

Submitted August 14, 2025

by

Linda Senkus Benedict

News for July

- **Important Internal Changes (sometimes invisible)**
 - We made major changes to how items are entered into the library computer allowing the library automation software to indicate what room and what location an item is located in. All new items will be added using the new locations. Gradually, we will change the location fields on all items to reflect the new system. We began implementation with the adult collections. Children's and teen materials will be implemented at a later date.
 - As we do this, we are changing the bar codes we are using to the State of CT standard barcode system. This allows us to be compatible with other library systems, which is important as our material is loaned on interlibrary loan.
 - We started a reference collection. While not your traditional reference collection, it includes a dictionary, career guides, legal guides, the Farmer's Almanac, and items that people may want to take a quick look at, or take out for two days. Your suggestions are welcome. A business directory will be added when published in October that will be useful to our small business owners in town.
 - Magazine subscriptions will be physically "checked in" against a prediction system beginning with the new subscription year that begins Sept 1. This allows us to stay on top of receiving each issue of each subscription. (Formerly, we did not receive some issues that we paid for, such as the Consumer Reports Buying Guide, but we didn't realize that because we had no receiving system.) This is a standard library practice. Many library automation systems automate this practice, but ours does not.
 - I cleared up 9 invoices with our book vendor dating back to 2022 – 2024. Bills and credits were included.
 - Internal budget coding will better reflect library operations in the coming year. For example, the annual charge to participate in the state interlibrary loan system had been paid for under the Computer Support budget code. It will now be paid for under the book budget code, since we use it to bring books into the library. Hoopla bills are now paid entirely under the Other Electronic Subscriptions code rather than being split out into other codes, reducing staff time in accounting and reflecting the reality of an online subscription for streaming multiple media items. (books, journals, videos all in one subscription)
- **Community**
- **Computers**

Three staff computers were installed on July 14. A used screen (one with a scratch) was installed on Paula's desk. Changes were made to the structure of directories, so that each staff member now has their own directory while also working on some items that are on a shared directory. (Previously all staff members could see all things on all computers, including the Director's computer.) Installation of new computers required downloading and tweaking of drivers, add-ins on various websites, etc. Computer

Obsession worked tirelessly with us to make sure everything is connecting correctly and with minimal disruption to our workflow.

The 3 public computers and the director's computer were not purchased in July. (The laptop for the director's office has been purchased.) The staff just started using their own individual accounts rather than logging in under one general account in August.

- **Outreach**

Wowbrary subscription began biweekly July 30.

Constant Contact (The Buzz) has been giving security issues on Paula's account. This has resulted in delays in getting the newsletter published. Buzz went out with Children's information only on July 22 to 386 people with 50 % open rate.

Friends of the Library

Total expenses paid by Friends of Goshen Public Library

Thank you for your support!

Courtney Murray	\$48.77	Play dough program
Courtney Murray	\$33.25	Summer Reading Supplies
Paula Gregoire	\$75.00	Find Mother Goose Contest
Norman Rockwell Museum	\$100.00	Museum pass renewal
Country Quilt Llama Farm	\$250.00	Llama Storytime
Mark Albertson	\$125.00	July 7 presentation
Mark Albertson	\$125.00	June 2 presentation
Mark Twain House & Museum	\$150.00	Museum pass renewal

Statistics

Programs

Add statistics here

Upcoming Programs

Revolt of Mother Sept 20, 2025

Trivia program was planned

Winter container gardening program was planned

Physical Material Circulation by Patron Type

Patron Type	Jan	Feb	Mar	Apr	May	June	July
ADULT	681	576	597	561	558	666	
ELEMENTARY K-6	92	132	135	88	124	112	
INTERLIBRARY LOAN	67	74	68	37	33	40	
OUT OF TOWN	94	36	34	48	47	36	
PRE-SCHOOL	23	20	20	16	19	22	
STAFF	21	18	23	23	24	09	
TEACHER	46	30	38	27	20	24	
YOUNG ADULT	11	01	17	10	02	21	
Total	1035	913	914	810	827	930	

Electronic Statistics

Kanopy (tickets) (average 2 -3 tickets per video depending upon producer)

Jan	Feb	Mar	Apr	May	June	July
141	170	141	121	141	123	156

	Jan	Feb	Mar	April	May	June	July
Hoopla							
Digital Audiobook	65	54	49	41	48	43	
Digital Ebook	17	21	09	13	21	20	
Digital Movie	10	12	03	04	10	09	
Digital Television	03	17	12	19	19	17	

9:00 AM

08/19/25

Accrual Basis

Town of Goshen
Profit & Loss Budget vs. Actual
July 2024 through June 2025

	<u>Jul '24 - J...</u>	<u>Budget</u>	<u>\$ Over Bu...</u>	<u>% of Bud...</u>
Ordinary Income/Expense				
Expense				
LIBRARY				
5003-21 · Clerical Wages - Library	632.20	668.00	-35.80	94.6%
5810-21 · Books Purchased	13,630.76	17,500.00	-3,869.24	77.9%
5237-21 · Computer Supplies	1,251.54	1,750.00	-498.46	71.5%
5238-21 · Computer Support	7,750.67	7,200.00	550.67	107.6%
5232-21 · Equipment Repair	0.00	250.00	-250.00	0.0%
5220-21 · Legal Notices	0.00	25.00	-25.00	0.0%
5001-21 · Library Director	48,343.54	45,000.00	3,343.54	107.4%
5002-21 · Library Staff Wages	62,564.90	72,091.00	-9,526.10	86.8%
5223-21 · Meetings & Dues	924.50	800.00	124.50	115.6%
5215-21 · Mileage Reimbursements	473.84	750.00	-276.16	63.2%
5250-21 · Miscellaneous	161.53	75.00	86.53	215.4%
5211-21 · Office Supplies	928.88	900.00	28.88	103.2%
5212-21 · Operational Software	0.00	0.00	0.00	0.0%
5813-21 · Other Media Purchases	5,385.63	3,000.00	2,385.63	179.5%
5811-21 · Periodicals Purchased	1,423.86	2,100.00	-676.14	67.8%
5214-21 · Postage	848.39	1,300.00	-451.61	65.3%
5235-21 · Professional Development	0.00	400.00	-400.00	0.0%
5850-21 · Programming	0.00	300.00	-300.00	0.0%
5217-21 · Supplies	398.29	300.00	98.29	132.8%
5812-21 · Videos Purchased	990.43	2,300.00	-1,309.57	43.1%
Total LIBRARY	145,708.96	156,709.00	-11,000.04	93.0%
Total Expense	145,708.96	156,709.00	-11,000.04	93.0%
Net Ordinary Income	-145,708.96	-156,709.00	11,000.04	93.0%
Net Income	-145,708.96	-156,709.00	11,000.04	93.0%

Town of Goshen
Profit & Loss Budget vs. Actual
July 2025 through June 2026

	<u>Jul '25 - J...</u>	<u>Budget</u>	<u>\$ Over Bu...</u>	<u>% of Bud...</u>
Ordinary Income/Expense				
Expense				
LIBRARY				
5003-21 • Clerical Wages - Library	88.00	691.00	-603.00	12.7%
5810-21 • Books Purchased	1,968.78	17,500.00	-15,531.22	11.3%
5237-21 • Computer Supplies	0.00	1,750.00	-1,750.00	0.0%
5238-21 • Computer Support	0.00	1,481.00	-1,481.00	0.0%
5232-21 • Equipment Repair	57.21	250.00	-192.79	22.9%
5220-21 • Legal Notices	0.00	25.00	-25.00	0.0%
5001-21 • Library Director	5,951.25	47,610.00	-41,658.75	12.5%
5002-21 • Library Staff Wages	7,462.44	70,612.00	-63,149.56	10.6%
5223-21 • Meetings & Dues	0.00	800.00	-800.00	0.0%
5215-21 • Mileage Reimbursements	0.00	500.00	-500.00	0.0%
5250-21 • Miscellaneous	0.00	75.00	-75.00	0.0%
5211-21 • Office Supplies	162.72	1,000.00	-837.28	16.3%
5212-21 • Operational Software	4,915.90	5,719.00	-803.10	86.0%
5813-21 • Other Media Purchases	1,067.50	3,200.00	-2,132.50	33.4%
5811-21 • Periodicals Purchased	1,398.32	2,100.00	-701.68	66.6%
5214-21 • Postage	0.00	900.00	-900.00	0.0%
5235-21 • Professional Development	0.00	400.00	-400.00	0.0%
5850-21 • Programming	150.00	700.00	-550.00	21.4%
5217-21 • Supplies	0.00	200.00	-200.00	0.0%
5812-21 • Videos Purchased	428.66	2,300.00	-1,871.34	18.6%
Total LIBRARY	23,650.78	157,813.00	-134,162.22	15.0%
Total Expense	23,650.78	157,813.00	-134,162.22	15.0%
Net Ordinary Income	-23,650.78	-157,813.00	134,162.22	15.0%
Net Income	-23,650.78	-157,813.00	134,162.22	15.0%

Collection Development and Maintenance Policy

Purpose and Scope

This policy of the Anytown Free Public Library (the "Library") provides direction for the growth and development of collections. This policy applies to both the digital and print materials in the Library's collection. The Library strives to select, acquire, curate and provide free and easy access to materials, in all formats, that meet the varied needs and interests of the community. This policy provides guidance, within budgetary and space limitations, for the selection and evaluation of materials that anticipate and meet the needs of the community. It also addresses collection maintenance, and replacement and weeding of materials.

The Library makes every effort to provide library materials for the interest, information, and enlightenment of all residents. Library materials should represent a wide range of varied and diverging viewpoints in the collection as a whole. The Library recognizes the importance of the public library as a place for voluntary inquiry, the dissemination of information and ideas, and promotion of free expression and free access to ideas by residents.

Specific acquisitions may include items that may be unorthodox, unpopular or controversial in nature. The Library's acquisition of such items does not constitute endorsement of their content but rather allows for their free expression. The Library adheres to the principles of intellectual freedom adopted by the American Library Association as expressed in its Library Bill of Rights, Freedom to Read, and Freedom to View statements. No library material, display or program shall be removed, or programs be cancelled, because of origin, background or viewpoints expressed in such material, display or program or because of the origin, background or viewpoints of the creator of such material, display or program. All library materials are evaluated and made accessible in accordance with the protections against discrimination set forth in section 46a-64 of the general statutes.

Key Definitions

The Library's collection is the assemblage of books and other materials, in a variety of formats (print, electronic media, downloadable audio books, digital, etc.), owned or licensed and maintained by the Library and made available to the public at no cost.

Roles and Responsibilities

The Library Board delegates the oversight and management of the collection, within the guidelines of this policy, to the Library Director and staff that are professionally trained to curate and develop a collection that provides access to the widest array of library and educational materials. Responsibility for the selection, maintenance, replacement, and weeding of materials rests with the designated professional staff under the overall direction of the Director. The librarians Consortium-level collections may be governed by an additional set of collection criteria.

Procedures

1. Selection

A. In order to build and maintain its high quality collection based on professionally accepted standards of material relevance, physical condition, availability of duplicates, availability of age appropriate or grade-level material, continued demand of material the Library applies the following general criteria when considering materials for acquisition:

1. Public demand, interest or need
2. Accuracy and effectiveness of material
3. Anticipated potential for long-term public interest
4. Favorable assessments by reputable critics, reviewers, or organizations in professionally recognized publications
5. Prominence and credibility of author and publisher
6. Relation to existing collection and other material on the subject
7. Timeliness and importance of material as a document of the times;
current or historical significance of the author or subject
8. Availability and affordability
9. Compatibility of format for Library use

- 
10. Value as resource material
 11. Suitability of subject or style for intended audience
 12. Local origination or particular relevance to Anytown and the region
 13. Public's ability to procure item from alternative sources
 14. Availability of electronic bibliographic records

B. Selection of materials is based on the professional knowledge and judgment of Library staff whose expertise includes familiarity with all types of materials, knowledge of the strengths and weaknesses of the existing collection and awareness of the needs and interests of the community. Suggestions from patrons are always welcome and are given serious consideration. Staff will determine which will be acted upon. Library materials, displays and programs shall only be excluded for legitimate professionally accepted standards of collection maintenance practices as adopted in the collection development and maintenance policy or the display and program policy. Any librarian or staff member of a public library who, in good faith, implements the policies described in this policy shall be immune from any liability, civil or criminal, that might otherwise be incurred or imposed and shall have the same immunity with respect to any judicial proceeding that results from such implementation.

C. Textbooks will generally not be considered for the collection unless they are the best or only available source of information in their subject area and serve the general public and adult learning community. The Library does not purchase multiple copies of textbooks for use by students, a responsibility of the Board of Education.

D. Self-published books by local or Connecticut authors will be considered for the Library collection if they are donated, meet the Library's standards of quality, and are determined to be of suitable interest to the public.

E. Wherever possible, the Library makes electronic information available in the Library and remotely. In choosing to purchase or license electronic databases, the Library applies the same standards for selection as for print materials. However, the Library recognizes that it

does not have the same control over electronic databases as it has over its in-house print materials. The Library will make every effort to provide assistance and ensure that the public learns how to use its electronic databases.

F. Born digital items are those materials created in a digital format. They are distinct from analog items that are subsequently digitized, such as paper manuscripts or photographs. In order to accept born digital items, the Library addresses:

1. Copyright and licensing
2. Redaction of personally identifiable information
3. Any restrictions on use or circulation
4. Maintenance and evolution of accepted formats

2. Collection Maintenance

Maintenance of the collection includes discarding, replacement, rebinding and repair. If an item is lost or damaged, it may not necessarily be replaced depending upon the number of duplicate copies or similar materials in the collection, existence of adequate coverage of the subject field, and demand for the specific author, title or subject. It is sometimes preferable to purchase current materials rather than replace older ones. The staff serves as arbiter in such instances.

3. Weeding

Weeding is a term used by libraries to describe the removal of materials from their collections. Such items may contain outdated or inaccurate information, have multiple duplicate copies, be no longer of interest, inconsistent with evolving community standards, or in poor condition. At the Library weeding is performed as a regular, ongoing process by qualified staff and the Library Director in the interest of keeping all collections current and useful. Weeded materials in good condition may be sold, donated, or disposed of however the Library deems appropriate. Generally, standard titles of permanent value and materials of local significance are spared weeding even if they may meet the criteria for so doing.

4. Gifts and Donations

The Library welcomes gifts of books and other materials for the collection and applies to them the same standards of selection that govern purchases. Gift materials are accepted with the understanding that those that meet the Library's selection criteria may be retained and those that do not may be redistributed to the Friends of the Anytown Library or other non-profit organizations. See the Library's Gifts Policy for more information.

5. Controversial Materials

A. The Library recognizes that some materials may not be considered appropriate by all patrons. Selections will not be made based upon anticipated approval or disapproval, but solely on the merits of the work in relation to the building of the collection and to serving the interests of the overall library patron community.

B. Responsibility for the reading, listening and viewing habits of children rests with their parents or legal guardians. The Library maintains several age-appropriate collections for children and teens. Materials may be reassigned among these sub-collections based on the age appropriateness of the content. Selection of adult material will not be inhibited by the possibility that books may inadvertently come into the possession of children. The removal, exclusion or censoring of any book on the sole basis that an individual finds such book offensive is prohibited.

C. Library materials will not be marked or identified to show approval or disapproval of the contents, and no catalogued book or other item will be removed from the open shelves except for the express purpose of protecting it from damage or theft.

D. The decision by an author, publisher, or other content creator to withdraw their work from the market and stop selling or publishing it will not be considered sufficient reason alone for the Library to withdraw it from the collection.

Intellectual Freedom and Censorship

The Library recognizes not all users will greet all materials with the same degree of enthusiasm and regard. Therefore, some materials selected for the collections may seem

controversial and even distasteful to some Library users. It is the right of the individual not to read, view or hear materials that the individual considers objectionable. It is never the right of any Library user or users to deny access to Library materials to others. The freedom to choose from a broad range of informational and artistic materials will not be abridged. When evaluating library materials the Library Bill of Rights, Freedom to Read, and Freedom to View statements from the American Library Association are used as guiding documents.

Library Material Review and Reconsideration Policy

The Anytown Library Board of Trustees recognizes the importance of hearing from the public regarding material selection. The Library Administration and Staff seriously consider suggestions made by Anytown residents and taxpayers. The completion of the Request for Reconsideration form does not guarantee either accession to the collection or removal from the collection but does ensure the attention of Library Staff to user opinion, interests, and concerns. The library limits consideration of requests to reconsider materials, displays or programs to residents of Anytown.

Please see our Library Material Review and Reconsideration Policy and form for further information on this process.

Location

This policy is housed on the Anytown Free Public Library

Website:<https://www.Anytownctlibrary.info/policies/>A copy is maintained in the Library's Administration Office.

This policy is in accordance with Public Act 25-168 Sec. 322, 323.

The Library neither approves nor disapproves of the views expressed in materials included in the collection.

Material Review and Reconsideration Policy

The library welcomes expressions of opinion concerning materials, programs or displays. An **AnytownCT** resident with a vested interest who wishes that a specific item, program or display be reconsidered is asked to complete and submit a Reconsideration Form. In accordance with **Public Act 25-168 Sec. 322, 323** **AnytownCT** Library abides by the following statutory requirements:

- No library material, display or program shall be removed, or programs be cancelled, because of the origin, background or viewpoints expressed in such material, display or program or because of the origin, background or viewpoints of the creator of such material, display or program.
- Library materials, displays and programs shall only be excluded for legitimate pedagogical purposes or for professionally accepted standards of collection maintenance practices as adopted in the collection development and maintenance policy or the display and program policy.
- The materials review and reconsideration process for library cardholders/town residents to challenge any library material, display or program shall neither favor nor disfavor any group based on protected characteristics.
- The individual completing a reconsideration form must include specific information about which portion or portions of such material they object to and provide an explanation of the reasons for such objection. The Request for Reconsideration form must include the individual's full legal name, address and telephone number.
- Reconsideration requests are not confidential patron records under section 11-25 of the general statutes.
- Any library material being challenged will remain available in the library according to its catalog record and be available for a resident to reserve, check out or access until a final decision is made by the library director.

Review Process:

The library director, along with appropriate staff, will evaluate the request for reconsideration form, read the challenged material in its entirety, evaluate the challenged material against the collection development and maintenance policy and make a written decision on whether or not to remove the challenged material not later than sixty days from the date of receiving such request. The library director shall provide a copy of the library director's decision and report to the individual who submitted the form.

The final authority regarding the removal or retention of library materials ultimately resides with the Library Board of Trustees/Directors. Any appeal of the decision of the library director should be directed to the Library Board of Trustees/Directors.

The Library Board shall:

- (A) consult with (i) the library director, (ii) the State Librarian, or the State Librarian's designee, (iii) a representative of the cooperating library service unit, as defined in section 11-9e of the general statutes, (iv) the president of the Connecticut Library Association, or the president's designee, and (v) the president of the Association of Connecticut Library Boards, or the president's designee,
- (B) deliberate on such request for reconsideration,
- (C) provide a written statement of the reasons for the reconsideration or refusal to reconsider the library material, and
- (D) provide any final decision that is contrary to the decision of the library director.

A resource that has previously been reconsidered by request shall be exempt from additional requests for reconsideration for three years following being retained in the Library's collection despite a formal request for reconsideration. The Library Director shall summarize the previous decision in response to any new request for reconsideration during that three-year time period.

The Library is prohibited by state statutes from removing, excluding or censoring any book on the sole basis that an individual finds such book offensive.

Sample Request for Reconsideration of Library Materials

Please include your full name, address, and telephone number on this form or it will not be accepted. All requests must be from an individual residing in the town.

Please note the patron requesting reconsideration of library material will be given a packet of documents that includes the library's Collection Development and Maintenance Policy, the Library Bill of Rights, the Freedom to Read, and the Freedom to View statements from the American Library Association. These documents are available at the Information Desk and must be picked up in person.

Name _____ Date _____
Address _____
Phone _____ Email Address _____

Do you represent yourself? _____

Do you represent an organization? (please identify) _____

1. Resource on which you are commenting:

____ Book ____ Display ____ Movie ____ Magazine ____ Library Program

____ Music ____ Newspaper ____ Artwork ____ Other (please specify) _____

Title _____

Author/Artist/Producer/Provider _____

2. Specify which portion or portions of the material is objected to and explain the reason for your objection. (Use additional pages, if necessary.)

3. What brought this resource to your attention?
4. Have you read or viewed the material in its entirety? Y N
5. What concerns you about this material? (Use additional pages, if necessary.)
6. What do you believe is the purpose of this material?
7. For what age group should this material be recommended?
8. Overall, do you think there is any value in this material?
9. Are there resources you can suggest providing additional information and/or other viewpoints on this topic?
10. Are you aware of any critical reviews dealing with this material? List here, or provide as an attachment.

11. Why do you feel your negative feelings about this work should prevent other members of the Anytown community, who may not share your concerns, from accessing this material?

12. What would you like the library to do about this material?

Please sign and date below and return this form to the Library Director. You will be notified within 60 days of receipt of the results of the reconsideration process. Reconsideration requests are not confidential patron records under section 11-25 of the CT General Statutes.

Signature _____ Date _____

This sample policy was developed based on the Essex Library Association, E.C. Scranton Library and Mark Twain Library reconsideration forms.

Pleasantville Public Library's Display Policy

Purpose

The Pleasantville Public Library's Display Policy provides a basis for the display of library materials by library staff, informs the public about the principles and criteria upon which these decisions are made, and promotes the purposes of the library's mission, which is:

"The Pleasantville Public Library is committed to serving the changing needs of our community by providing access to free sources of knowledge, information, and entertainment both within and beyond our walls."

Policy

The Pleasantville Public Library recognizes the importance of displays as resources for voluntary inquiry and the dissemination of information and ideas and to promote free expression and free access to ideas by residents. With a strong focus on encouraging the love of reading, lifelong learning, and creativity, we establish responsive connections between the diverse needs of our community, our vast collections, our digital services, and an array of engaging programming. A key aspect of our approach is the creation of thoughtfully curated displays, which play an essential role in informing and inspiring individuals of all ages and diverse backgrounds. These displays serve as a tangible expression of our dedication to the community and exemplify our belief that a vibrant library contributes to a strong community. Displays are provided for the interest, information and enlightenment of all residents, represent a wide range of varied and diverging viewpoints, and provide access to content that is relevant to the research, independent interests and educational needs of residents.

Principles and Criteria

The final responsibility for the display of library materials is held by the Library Director, but day-to-day responsibility is shared by library employees throughout the library that are professionally trained to curate and develop displays. Library staff uses the following criteria in making decisions about display topics, materials, and accompanying resources:

- Community needs and interest
- Availability of display space
- Historical, cultural, or educational significance
- Connection to other community or national programs, exhibitions, or events
- Relation to library collections, resources, exhibits, and programs
- The Library may partner with other community agencies, organizations, educational institutions, or individuals to develop and present co-sponsored displays and exhibits.

The Library will strive to include a wide spectrum of opinions and viewpoints in library-initiated displays and exhibits, as well as offer displays and exhibits that appeal to a range of ages, interests, and information needs. Library-initiated displays and exhibits

should not exclude topics, books, media, and other resources solely because they may be considered to be controversial.

The library provides displays created or curated by librarians or staff members of the public library as well as allowing displays created by members of the public or community groups to be exhibited in the public library. Acceptance of a display or exhibit topic by the Library does not constitute an endorsement by the Pleasantville Public Library of the content of the display or exhibit, or of the views expressed in the materials on display.

All library materials are evaluated and made accessible in accordance with the protections against discrimination set forth in section 46a-64 of the general statutes.

Intellectual Freedom and Censorship

The choice of library materials by patrons is an individual matter. The library recognizes that some materials may be controversial or offensive to an individual but maintains that individuals can apply their values only to themselves. The selection of library materials is predicated on the customer's right of access to information and freedom from censorship. Selections will not be made on the basis of anticipated approval or disapproval, but on the merits of the material itself.

Pleasantville Public Library's Display Policy

Selection of materials will not be inhibited by the possibility that materials may inadvertently come into the possession of or be seen by minors. No one can exercise censorship to restrict access to library materials by others. It is the parents' or guardians' responsibility to determine which library materials are appropriate for their children. The Pleasantville Public Library supports intellectual freedom and endorses the American Library Association (ALA) Freedom to Read Statement, Freedom to View Statement, the Library Bill of Rights and all relevant interpretations.

Procedures for the Questioning of Library Displays by Patrons

The Library limits consideration of requests to reconsider material, displays or programs to individuals residents of Pleasantville. Please see our Statement of Concern Policy and reconsideration form for further information on this process.

Pleasantville Public Library Programming Policy

Purpose:

The Pleasantville Public Library ("the Library"), in keeping with its mission of promoting knowledge, ideas and cultural enrichment, develops and presents programs that provide information, learning and entertainment. Programming is an integral component of Library services that promotes and complements the Library's other services and collections. It supports the Library's role as the center of the community. Programs are provided for the interest, information and enlightenment of all residents and aim to represent a wide range of varied diverging viewpoints and will provide access to content that is relevant to the research, independent interests and educational needs of residents. The Library recognizes the importance of displays and programs as resources for voluntary inquiry and the dissemination of information and ideas and to promote free expression and free access to ideas by residents. This policy provides guidelines for the development, management, and oversight of programs presented by the Library.

Key Definitions:

A Library program is a free event, virtual or in-person, planned by the Library staff for the benefit of those members of the public who opt to attend. It may involve outside presenters, facilitators or performers and may be presented in cooperation with other entities. Note: Use of a public meeting room by an organization or individual to hold a public event is not a Library program.

Scope:

This policy applies to all Library programs.

Roles and Responsibilities:

The Library Board delegates development, presentation and oversight of programs to the Library Director and staff.

The References & Adult Services Manager and the Children & Teen Services Manager are accountable for planning, scheduling and implementation of programs.

Designated Library staff are responsible for the development, coordination and supervision of Library programs. The final responsibility for the library program is held by the Library Director, but day-to-day responsibility is shared by library employees throughout the library that are professionally trained to curate and develop programs.

Attendees are responsible for complying with the Library's Behavior Policy.

Procedures:

1. Program Selection: The Library strives to present programs that are educational, informational, cultural or recreational and avoids programs that do not meet these standards. Topics, content and timing of Library programs are developed with consideration of available resources and keeping community needs and interests in mind. Program selection is based upon the suitability of topic, format and intended audience. A program will not be excluded because its topic may be regarded by some as controversial. Library sponsorship of a program does not constitute or imply an endorsement of the content or of the presenter of the program. The library provides programs created or curated by librarians or staff members of the public library as well as allowing displays and programs created by members of the public or community groups and exhibited in the public library.

a. Library programs must have an educational, informational, cultural or recreational value to the community. Programs of a purely commercial nature or those designed for the solicitation of business will not be offered by the Library.

b. Programs that support or oppose any political candidate or ballot measure will not be approved or offered by the Library. However, educational programs, such as candidate forums that include invitations to all recognized candidates, may be offered.

c. Programs that support or oppose a specific religion will not be approved or offered. Programs are planned to be inclusive of all cultures and of all religions and no religion. Library programs may address religious themes to educate or inform, but not to promote, observe or proselytize a particular religious conviction. Holiday programs may be offered for the entertainment of Library patrons.

2. Program Development, Coordination and Supervision: Library programs may originate from Library staff, partnering institutions or members of the public.

In the event of a co-sponsored program, supervision of the program may be delegated to the co-sponsoring organization depending upon the timing and venue of the program. All programs sponsored or co-sponsored by the Library, however, must abide by this policy regardless of where they are hosted.

3. Program Access: Library programs are free and open to the public on a first-come first-serve basis. Registration may be in advance online or at the door. For programs targeted to a specific audience, e.g. children or teens, and promoted as such, preferential admission may be offered to those groups on a first-come first-serve basis, limited to those individuals as the Library deems appropriate. Any individual requiring accommodation to participate in a Library program should contact the Library two weeks prior to the program using the Accessibility Accommodation Request Form.

4. Virtual Program Delivery: Some Library programs may be offered using a Library-approved virtual meeting platform that registered patrons may use to access the virtual program from their own internet-enabled devices. This may include programs that are simultaneously run at the physical Library as well as programs that are offered only

virtually. While hosting the virtual program, Library staff, partnering organizations, and program facilitators will follow industry standard best practices for virtual events.

Some virtual programs may be pre-recorded and broadcast via the internet or recorded as presented for later viewing. In the event an interactive program is being recorded, attendees will be informed of that fact at the start of the program.

Live virtual programs require advance registration. Registered participants will receive via email a link to log on to the program and must not share that link with others. Information collected during the registration process will be used only to communicate information about that program or to confirm eligibility to participate in that program.

Patrons attending virtual programs are expected to adhere to the Library's Behavior Policy and failure to do so may result in their immediate removal from said program. The Library will make all reasonable efforts to ensure the digital security of virtual events, however attendees must understand that all online activity carries some degree of risk.

Patrons are required to provide their own equipment and internet connection to attend virtual programs. The Library will make a good faith effort to utilize platforms that will be compatible with the widest array of hardware and software, but makes no guarantee that every patron will be capable of accessing every Library program successfully. Nor can the Library guarantee the quality of the audio, video, or internet connection of program presenters or attendees.

5. Program Materials: Books, CDs, DVDs or other ancillary materials related to the content of a program may be offered for sale at a Library program as a convenience to attendees.

6. Program Evaluation: To provide the highest quality and most useful programming, Library staff will gather information about program results to guide future programming decisions. Outputs, such as the number of attendees at a program, will be gathered for all or almost all programs. Outcomes, such as how well the content of a program helped attendees learn about the program's topic, will be gathered at times when such data is required for grant reporting or would be helpful in evaluating a new program topic or format.

7. Procedures for the Questioning of Library Programs by Patrons:

The Library limits consideration of requests to reconsider material, displays or programs to individuals residents of Pleasantville. Please see our Statement of Concern Policy and reconsideration form for further information on this process.

All library materials are evaluated and made accessible in accordance with the protections against discrimination set forth in section 46a-64 of the general statutes.



Henrietta C. Horvay <hchlibboarddir@gmail.com>

Fwd: POCD Questionnaire from Planning and Zoning

1 message

Cindy Barrett <cbingoshen57@gmail.com>
To: HENRIETTA HORVAY <hchlibboarddir@gmail.com>

Fri, Aug 8, 2025 at 10:34 AM

----- Forwarded message -----**From:** Cindy Barrett <cbingoshen57@gmail.com>
Date: Wed, Aug 6, 2025

On Wed, Aug 6, 2025 at 10:49 AM Cindy Barrett <cbingoshen57@gmail.com> wrote:

Good morning Henrietta

Please find below a questionnaire that was presented at the last PZ meeting.

Begin forwarded message:

From: Jonathan Carroll <joncarrollforpandz@gmail.com>**Subject:** POCD Questionnaire**Date:** July 26, 2025 at 2:34:38 PM EDT**To:** "landuse@goshenct.gov" <landuse@goshenct.gov>

Dear Commissioners,

Please find attached the questionnaire that we discussed at our meeting. Feel free to print or forward by email to the Commissions/Boards that you are contacting. Please contact me with any questions and please send along any information you receive to Spencer and myself.

Jon: joncarrollforpandz@gmail.com

Spencer: landuse@goshenct.gov

Sincerely,

Jon

pz_minutes_7-22-25
PDF Document · 150 KB

**PLANNING & ZONING COMMISSION
MEETING MINUTES
JULY 22, 2025 – 7:30PM
HELD AT GOSHEN TOWN HALL
Hybrid Meeting**

PRESENT: Lu-Ann Zbinden, Patrick Lucas (Z), Jim Withstandley(A), Jared Denis (A), Shilo Garceau, and Jon Carroll. (Z=Zoom A=Alternate).

EXCUSED: Cindy Barrett and Jerrold Abraham(A).

OTHERS: Spencer Musselman Land Use Official.

- 1. CALL TO ORDER AND DESIGNATION OF ALTERNATES:** The meeting was called to order at 7:33 pm by Jon Carroll and no alternates were seated.
- 2. ATTENDANCE:** Taken by Jon Carroll, Chairman.
- 3. APPROVAL OF THE MINUTES:** The Commission reviewed minutes for April 2, 2025 Special Meeting with no corrections. April 22, 2025 regular meeting minutes were reviewed and had the following correction: Excused: Jim Withstandley.

IN A MOTION BY Ms. Zbinden and seconded by Ms. Garceau, it was voted to approve the April 2, 2025 special meeting minutes as written. Motion carried.

IN A MOTION BY Ms. Zbinden and seconded by Ms. Garceau, it was voted to approve the April 22, 2025 regular meeting minutes with corrections. Motion carried.

4. PUBLIC HEARING: None

5. OLD BUSINESS:

- A. POCD updates/status:** Mr. Musselman updated the Commissioners that he had received requested information back from EDC Commission and is expecting more from the others by the August P&Z meeting. Mr. Carroll noted that the Commission needs to step up and make phone calls to the Commissions and Boards that have not submitted requested information. Mr. Musselman recommended that all Commissions, Boards and organizations be contacted now so that all information is on hand, but to focus on discussing Commissioners and Boards first for the next couple of months. It was decided to only focus on calling Commissions and Boards at this time. The Commissions and Boards were split as follows among Commissioners to call/email: Mr. Carroll: IWC and Goshen Ag Council. Ms. Zbinden: Conservation, RATS and Affordable Housing. Ms. Garceau: Board of Selectman, DWP, EMD and work with Mr. Lucas on Fire. Mr. Lucas: Lake Weed, Recreation and Fire. Ms. Barrett (with her approval): Finance and Library Board. Mr. Musselman: Woodridge Lake and Goshen Land Trust. The types of questions to give the Commissions and Boards were discussed and debated on. Ms. Zbinden discussed a few of her ideas for the POCD and Mr. Carroll stated that those are things that will be discussed when the Boards and Commissions come to meet with P&Z. Once questions were decided on, Ms. Garceau was appointed to create a sheet with instructions to include their Goals, Issues, Recommendations and if anything has been completed since the last POCD. Mr. Lucas asked to have it by the end of the week. Mr. Withstandley put out that we should make this as simple as possible for the Commissions and

Boards. When information is received it is to be sent to Mr. Musselman to forward to the rest of the Commission as soon as possible. What is received will then be reviewed by the Commission before it is put out to the public. Reviewing of the EDC response was tabled until everyone could read over and Ms. Barrett was present. The complaint form was discussed and Mr. Musselman will send it to the Board of Selectman and get it on the website.

6. NEW BUSINESS: None

7. ZEO REPORT: Mr. Musselman reviewed the report dated July 22, 2025 and read off all the new dwellings; made the following correction to the report: Issued ZP# 25-26 to Justin Watley, 6 Shearshop Road, 24x38 and 12x15 additions; 101 W Hyerdale and Turkey Hallow were reviewed.

IN A MOTION BY Ms. Zbinden and seconded by Ms. Garceau. to approve the ZEO report for July 22, 2025. Motion carried.

8. CORRESPONDENCE: CT Federation of Planning & Zoning Agencies Quarterly Newsletter was received and Mr. Carroll encouraged everyone to read.

9. OTHER BUSINESS PROPER TO COME BEFORE THE COMMISSION: Ms. Zbinden mentioned that the Goshen Land Trust is looking for a liaison from P&Z. It was asked if anyone was interested. Offer will also be extended to Ms. Barrett and they will check to see if an alternate can take the offer.

10. PUBLIC COMMENT: Mrs. Sarah Leonard, 22 School Hill Road; Thanked the Commissioners for their work on the POCD and talked about the importance of it and that she owns one of those farms referenced in it and that they need to watch the popup big businesses that are coming in. Also stressed that we need to be careful how we setup the POCD's

11. ADJOURNMENT:

IN A MOTION BY Ms. Zbinden and seconded by Ms. Garceau. to adjourn the meeting at 8:26pm. Motion carried.

Respectfully submitted,



Lori Clinton
Commission Clerk

Received July 23, 2025 1:57 PM

Attest



Asst, Goshen Town Clerk

July 25, 2025

Re: Planning and Zoning Commission questionnaire regarding the amendments for the 2026 Plan of Conservation and Development (POCD) for Goshen, Connecticut.

Dear Commission/Board,

We value your input and ask that you take some time to review and provide feedback on the 2016 POCD as it relates to your Commission/Board. Please answer the following questions to share insights while we work on amendments for the 2026 POCD. You can mark up a current copy, type only the specific additions or deletions, or type your entire section with a suggested version for the 2026 POCD. We respectfully ask that your Commission/Board returns this information prior to our next meeting on Tuesday, August 26, 2025. One of our Commission members will follow up with you.

We also invite a representative from your Commission/Board to attend a Planning and Zoning meeting to share information, ask questions, and/or make recommendations for the 2026 POCD. Please let us know if there is someone from your Commission/Board who would like to attend a meeting so that we can coordinate schedules. This meeting would be scheduled after our August meeting.

Each Commission/Board's section is broken into three parts: **Goals, Issues, and Recommendations**. Please consider the following questions in relation to the 2016 POCD and changes moving forward for the 2026 POCD.

Goals

Does the goal encapsulate your current mission? Yes/No

Is there anything you would like to change, delete, or add? Please specify.

Issues

Please specify the number for each issue that you refer to and if you feel it's appropriate to add, change, or delete. Please specify.

Recommendations

Please specify the number for each recommendation that you refer to, and if you feel it's appropriate to add, change, or delete. Please specify.

ALSO, please review the **2016 Plan Implementation** that names your Commission/Board as responsible for implementing the recommendation. **This can be found on pages 37-39**. Please provide a brief update, such as: completed, on going, need to begin, no longer pertains, etc.

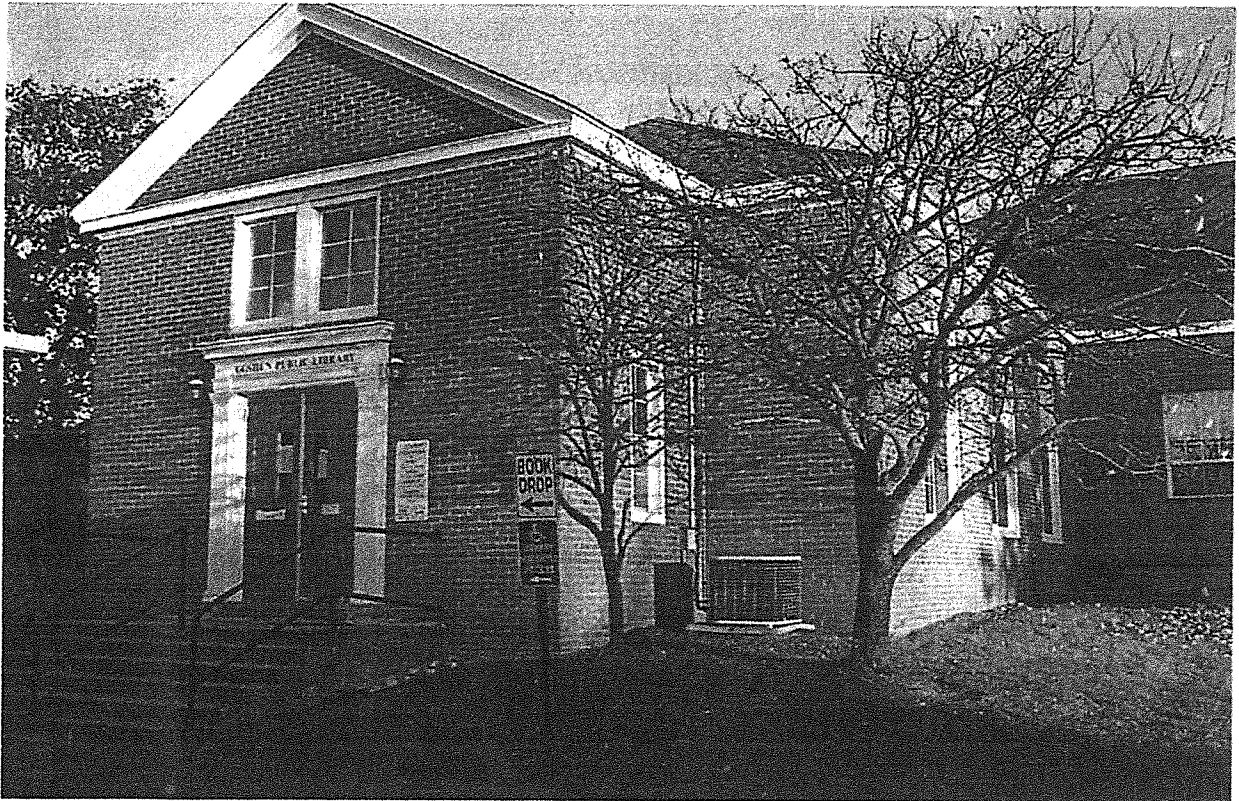
PLAN SECTION	RECOMMENDATION	RESPONSIBILITY
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Please see the following sample response.

2016 POCD	2026 POCD Recommendations
7. HAZARD MITIGATION & EMERGENCY MANAGEMENT GOALS: PROMOTE LONG-TERM RISK AND RESILIENCY PLANNING ISSUES: Climate Change and Adaptation In recent times, climate change has become locally and regionally evident through such storms as Hurricane Irene in August 2011, the October 2011 Snow Storm, and Hurricane Sandy in 2012. Current studies are suggesting that sea level rise is a real phenomenon, and that the intensity and frequency of the 100-year storm is now equaling that of a 50-year storm. The trend is for higher intensity and longer duration storms and hurricanes. It will be incumbent on our community to understand the potential risks that can affect our community and be prepared for a disaster and the challenges of rebuilding in order to be resilient in the long term. Being proactive in our mitigation efforts, working locally, and planning regionally may be our best defense. We need to be as self-reliant as possible, as state and federal aid may not always be available. We need to assume that we will be our own first and final responders. Low Impact Development Low Impact Development is a comprehensive land planning tool and engineering design approach with a goal of maintaining and enhancing the pre-development hydrologic regime of urban and developing watersheds. For more information, visit http://www.lowimpactdevelopment.org. Adaptive strategies include the use of green infrastructure for stormwater protection and reduction in impervious surfaces. The goal is to reduce runoff and promote infiltration of water back into the earth, which in turn promotes cleaner water and less flooding. RECOMMENDATIONS: Protect Environmental Quality and Improve Infrastructure - Review and update Flood Plain Management Ordinance. - Consider watershed planning and management techniques. - Treat Wetlands and Watercourses as part of the drainage infrastructure in Town, needing care and maintenance. - Coordinate with the Northwest Conservation District on low-impact development implementation. Protect the Town from Natural and Other Disasters - Plan to become self-sustaining and resilient after disasters and storm events. - Utilize Whole Community Planning for pre- and post-disaster mitigation, relief, and resilience. - Incorporate and involve all of the Town's and Region's Social Capital (all people, organizations, and groups) to join in the volunteer activities involved with pre- and post-disaster resilience. - Implement Goshen strategies in the Litchfield Hills Mitigation Plan 2016 Update, especially the comprehensive stormwater drainage study at Woodridge Lake to address localized flooding problems. - Establish a working taskforce to promote long-term protection strategies and resiliency for post-disaster relief. - Collaborate regionally whenever possible for a comprehensive risk and resiliency plan. - Promote public education as to the potential impacts of hazards and resources that are available both pre- and post-disaster. - Seek to educate all citizens and businesses to be prepared with a 72-hour kit for individual post-disaster resilience. 34 - Identify local vulnerabilities to climate change and develop an adaptation plan consistent with local and regional plans referencing the 2011 Connecticut Preparedness Plan.	<u>Hazard Mitigation and Emergency Management</u> Goals: Promote long-term risk and resiliency planning: Keep the same. Issues: Climate Change and Adaptation: Keep the same. Low Impact Development: Keep the same. Recommendations: Protect Environmental Quality and Improve Infrastructure: Keep the same. Protect the Town from Natural and Other Disasters: Add bullet point: Educate the community about the CERT Team, how we support the community, and how community members can join our team.

Public Library:

Shares space in the Town Hall building. In 2005 additional space was added by incorporating hallway space into the library. No additional room for expansion within Town Hall is available for Library expansion. Options for providing for the future Town Hall and library needs should be considered both together and separately. Additional community meeting room space has been identified as a need. This could be space added to the library or in another building that could be used as a Senior Citizen Center and space for other community groups to use. It has been suggested to have the Friends of the Library research this need and seek input from other Community Organizations. A variety of the Town's Non-profit and Community Groups should explore sharing a building that could offer office and meeting space for community groups and organizations. Camp Cochipianee may be a place to site such a shared space building.



Economic Development	Review need for mixed residential/business uses in Center Business Zone	Planning & Zoning Commission
	Review Center Business Zone boundaries	Planning & Zoning Commission
	Encourage home-based business uses that do not change character of neighborhood and do not generate traffic volume.	Planning & Zoning Commission
	Promote Agri-tourism & Farmers Markets	Goshen Agricultural Council Board of Selectmen
	Encourage Town policies that preserve and promote agriculture	Goshen Agricultural Council Board of Selectmen
	Encourage Goshen Businessmen's Group to remain active	Board of Selectmen
Historic Preservation	Demolition Delay Ordinance	Board of Selectmen
	Educate public about State & Federal Historic Tax Credits	Goshen Historical Society Building Official
	Review Zoning & Subdivision Regulations	Planning & Zoning Commission
	State Scenic Road Designation	Board of Selectmen Planning & Zoning Commission Conservation Commission
Municipal Facilities	Library addition/Town Hall Use Study	Board of Selectmen Library Board of Directors
	Town Hall 2 nd Floor handicapped accessibility	Board of Selectmen
	Explore building a shared Town/community organizations building	Board of Selectmen Recreation Commission Friends of the Library Board of Finance
Roads & Circulation	State road improvement recommendations	Connecticut Department of Transportation Northwest Hills Council of Governments
	Curb cut management on State roads	Connecticut Department of Transportation Planning & Zoning Commission
	Sightline improvements	Board of Selectmen Public Works Supervisor
	Road Maintenance Program	Board of Selectmen Public Works Supervisor
	911 House Numbering	Town Assessor Goshen Fire Company Board of Selectmen
	Scenic Road Preservation	Board of Selectmen Public Works Supervisor Planning & Zoning Commission Conservation Commission
	Right-of-way and Stone Wall Ordinance	Board of Selectmen Public Works Supervisor
	Review abandoned roads for recreational trail use	Board of Selectmen Public Works Supervisor Planning & Zoning Commission Conservation Commission Goshen Land Trust

**Review for Safety and General Appearance
of the
Goshen Library
July 30, 2025**

*received 8/6/25
in mail slot*

To: Goshen Selectmen

Todd Carusillo

Dexter Kinsella

Scott Olson

Copies to:

Goshen Library Board

Goshen Librarian

Date: Wednesday, July 30, 2025

Greetings Todd, Dexter and Scott,

In accordance with the Goshen Library Board of Directors bylaws, the following is a summation of the Goshen Library Board's discussion on the "physical plant review" for the Board of Selectmen as in "Article I and Article VII" in our bylaws. It includes a safety, maintenance and general appearance review of by our Board members and by our Librarian, Linda Benedict.

The following are items that we have identified.

Safety:

1. We are recommending the installation of a ramp (instead of the current stairs) within the library for much improved access for all visitors.
2. There is a broken grate on the windowsill in the children's area that needs to be screwed down ASAP for safety.
3. The cords for various electrical items need to be reviewed in order to be made safe. (no tripping).
4. The very large "knight" statue could be easily tripped over by a child and/or could fall on a child or other visitor to our Library. It's applicability to the library should be reviewed, and either returned to the original owner or delt with in a safe way.

General Maintenance and Review of the Facility

1. In general, the library would benefit from attention to the rugs/carpets throughout the library that are in immediate need of cleaning.
2. There are various areas that have chipped or have peeling paint. A bright white paint would be most welcomed.
3. Dead plants or plants in their dormant stage that have been dropped off at the library in the past need to be removed. Viable plants that have some aesthetic value may remain at the discretion of the Librarian.
4. The teens who visit the library would appreciate a proper sized table and chairs in the teen room.

Thank you for your attention to these matters and any assistance you can provide. While the Library Board has oversight regarding our library and physical facility, we have not been provided general amounts for facility maintenance or improvements. Our Library Director is looking into grants that may be available for the materials and/or installation of the ramp to the main library. We expect that we may need funding or carpenter volunteers for installation.

Respectfully Submitted,

Anne Green, Goshen Library Board Secretary

Cc: Linda Senkus Benedict
Henrietta Horvay
Lynette Miller
Josephine Jones
Johanna Kimball
Patty Sanders