

## Grounds Maintenance Contract

Agreement made this     day of     200   , between \_\_\_\_\_ and Cuba Circulating Library.

The parties in this agreement agree to the following Grounds Maintenance Duties:

### **Lawn mowing**

Lawn is mowed according to need – perhaps twice a week in early summer and less often in later summer. Mower must provide own lawnmower and gas. The bike rack is moved to mow, and replaced when done. Clippings are removed from sidewalks.

### **Lawn raking**

Lawn is raked once or twice in the fall when most of the leaves have fallen. The leaves are raked to the curb for Village pick up.

### **Shoveling**

After a night snowfall, the sidewalks must be cleaned by 9:30am.

If it snows during the day, they should be shoveled again after school or in evening.

Shovel front walk to the driveway of the house to the east, and to Maple Street on the west. Maple St. is shoveled south to property line. The entire width of the walks to East Main and to the library door must be shoveled.

### **Conditions**

The Library provides only rakes and shovels. The Library does not provide a lawnmower or gas. Each of these tasks is paid at the rate of \$10 per time. The individual is responsible for performing said tasks in timely manner without any specific request. Bills with name, and dates & times of mowing, raking or shoveling should be turned in to Director every two weeks, by Monday evening. Checks are prepared on Tuesday mornings.

### **Termination**

This agreement may be terminated by either party upon a 15 day notice.

### **Instrument as Entire Agreement**

This contract contains the entire agreement between the parties; this contract may not be enlarged, modified or altered except in writing, signed by both parties.

IN WITNESS WHEREOF, the parties have executed this agreement on the date first written above. This contract continues in effect until a new contract is written.

\_\_\_\_\_  
First Party (Grounds Maintenance Party)

\_\_\_\_\_  
Second Party (Library Director)

Approved by Personnel Committee 10/27/2006