

Pandemic Service Plan for the Dunbarton Public Library

Effective September 13, 2021: Phase Three Modified

Phase Three Modified: 30 minute “In and Out” Library Browsing Services with occupancy limit increasing to five, and No-Contact Pickups continuing for all curbside.

A review by the Board of Trustees with document entered to Trustee Meeting Record and Minutes during BOT meetings: September 13, October 4, November 1 and December 6, 2021.

Criteria:

- The Stay-at-Home Order, Safer-at-Home Advisory, and State of Emergency have been cancelled by the Governor. A public health incident status remains in effect. Social distancing and face coverings continue to be recommended by NH DHHS and NH Universal Best Practices.
- A sustained reduction in new COVID-19 cases within the community for at least 14 days.
- The healthcare system has the capacity to withstand a moderate outbreak.
- Community members have access to efficient testing and test returns, vaccines, and public health officials are able to trace COVID-19 contacts.
- The library has access to necessary materials and disinfectants, and has enough staffing in accordance with the DPL Pandemic Policy.
- Library staff has completed the set-up of all space modifications, procedures and policies for Limited “In and Out” Browsing Services.

Services:

The Dunbarton Public Library strives to provide a warm, welcoming and safe environment for all community members. In order to facilitate a safe environment for staff and the public, the Dunbarton Public Library Board of Trustees supports precautions intended to prevent the transmission of COVID-19 per the NH DHHS, NH Universal Best Practices and CDC guidelines.

In accordance with RSA regulations (see below), the Dunbarton Public Library Board of Trustees will require that face coverings be worn inside the library during Phase Three Modification by staff and all patrons over the age of 3. Face coverings will be provided should anyone need one. If community members are unable or unwilling to wear a face covering, they may use the outside curbside pickup accommodations provided by the library.

Keeping in mind that our library has a unique footprint of 1200 square feet, is “socially distanced”-challenged, and no clear sight lines, we should not be compared with other libraries, their reopening status, or their mask requirements.

Select Boards under RSA 41:11-a (management of Town Property) and Library Trustees under RSA 202-A:6 (management of public library property) has the authority to mandate that people entering a town building or library wear a face covering. The face covering mandate should only apply to persons over the age of three (3). Furthermore, we recommend that the town and the library have at hand a supply of disposable face masks a person can wear if they do not have their own. If a person refuses to wear a face covering they could be denied access to a town building.

This ability to mandate the wearing a face covering would only apply while the COVID-19 pandemic is still considered a public health advisory.

With Phase Three Modification, appointments will be dropped, although we encourage families to continue to make an appointment in advance to make sure their preferred time is reserved. Library occupancy will be increased to allow five people into the library space at one time for a brief 30-minute browsing, or less. Five people defined as four patrons and the library staff, or a family unit of five. 6 feet social distancing protocol must be maintained.

Programs for children and adults may be held outside (weather dependent) using the town band stand for performances. Masks will be recommended for all attendees. For the safety of all, especially our youngest library visitors, family groups should be spaced 6 feet apart to account for social distancing while attending programs outside.

Hours effective September 13, 2021:

Tuesday, Wednesday and Thursday, 10:00-6:00 PM,

Friday 10:00 AM-4:00 PM

Saturday 10:00 AM-2:00 PM.

In order to provide a safe environment for our staff and the public:

1. The first open hour each day will continued be designated for vulnerable populations. If no one has requested a visit, we will open the hour for other browsers.
2. Patrons are asked to ring the doorbell to announce their arrival. Library Staff will greet patrons at the entrance. All patrons over the age of 3 years old will be required to wear a face covering over their nose and mouth during Phase Three. Patrons will be asked to sanitize their hands before entering and touching books. Sanitizer will be provided, and will be available throughout the library. Patrons will not be able to bring in food or drinks. No animals will be allowed. No Community Bulletin board will be provided until further notice.
3. **Brief duration, limited seating at our meeting table. Must adhere to social distancing guidelines.**
4. For those not comfortable entering the building, we will continue to offer No-Contact pickups right outside the door.
5. The exterior book drop is open. It will be emptied every day. 72-hour quarantine will be dropped.
6. Notary service available by appointment, T-F, 10-4, or Sat 10-2.

Preparation

- Configure public access for social distancing from staff area. Plexiglass barriers installed at staff desks.
- An appointment schedule will remain for library visits by the vulnerable and families.
- Adjust staffing and stagger hours as needed to provide Phase for the modification of services.
- Create clear pathways, move displays close for easy selection. Signage and other communications for new procedures and services.
- Develop heightened hourly and daily cleaning schedules.

