



Town of Barrington
Code Enforcement/Building Department
P.O. Box 660
Barrington, NH 03825
603-664-5183

Building Department Budget Report

I compared the permit fees collected to the operating cost of the Building Department from 2012 to 2015. Over that 4 year time the building permit fees averaged 66% of the departments total cost. The net cost of this department (**amount paid by taxes**) listed below.

2012	46%	\$ 63,945.46
2013	96%	\$ 4,495.17 (the year Turbocam was permitted)
2014	56%	\$ 49,901.05
2015	66%	\$ 39,257.92

As of the end of August, we are at 75%. If this rate continues and the projected year end cost holds, the net cost to the town for 2016 will be **\$33,822.12**

I spend about 2/3 of my time related to permitted construction projects. Most of the balance of my time is spent on zoning related issues. John Abbott spends all of his time on this (although when he has time he sits in learning as much about Zoning as time allows), Liz spends about 1/2 of her time with current permitted projects. The balance of her time is spent on office support for zoning, researching information in old files, past record management (importing hard files into laser fiche). The long term goal is to have a computer in the office to allow the public to look up their own information. By multiplying hour worked by each employee, by the percentage of time spent on permitted projects, it works out to 63% of the department's total time.

Because permit fees cover the average cost of the inspection service provided 66% of the cost to 63% of the departs time, our current fee structure meets the Revenue Neutral requirement for Municipal User Fees.

The town took 2 non-compliant Zoning issues to court and prevailed with both cases. The court ordered them to come into compliance. To date 1 is now fully in compliance and the other is 1/2 done with the other 1/2 needing to be completed by 10/13/16 to comply with the court order. The court awarded the town \$4000. \$2500 has been collected to date and \$1500 is due by 11/13/16.

01-4240-01-4560 Building-Dues & Fees. The increase is due to Liz joining NHBOSS. Huckins & Abbott are members of IAEI International Association of Electrical Inspectors, NHBOA New Hampshire Building Official Association and NHSCOA New Hampshire Seacoast Code Officials Association. This is where we receive training on understanding and implication of the building, mechanical, plumbing and electrical codes. This is also where we earn CEU's that are needed to keep our certifications. Membership in the IAEI is new this year. I let the membership to NFPA National Fire Protection Association lapses 2 years ago, as I can buy the NFPA code books thru Rick (fire department) at member pricing.

01-4240-01-4660 Building-Equipment & Vehicle Maintenance. The Code Enforcement car is 5 years old I will be replacing the tires in September when we get it inspected.

01-4240-01-4680 Building-operating Supplies. This is the line I use to buy code books. This year Rick has designated me as his agent to enforce the **Fire Codes** that apply to residential construction. We now permit and inspect them. My Fire Code books are not up to date and knowing that the bottom line for my department is under budget I am over spending this line to get the up to date books. **I will not need to increase this line for next year.**

01-4240-01-4740 Building-Equipment. Abbott's computer is scheduled to be replaced. It did not happen this year but I anticipate it will be replaced in 2017. His computer meets our present needs & needs for the immediate future.

A handwritten signature in black ink, appearing to read "Jack Berry". The signature is written in a cursive style with a long, sweeping underline.

Building Dept.	2017 Draft Budget	2016 Approved Appropriations	% Change 2016/2017	2016 Expenditures as of 8/25/16	Projected Year End 2017
01-4241-01-0110	65,022.00	56,148.22	115.80%	34,165.02	55,000.00
01-4240-01-0112	52,520.00	48,856.49	107.50%	29,437.30	48,856.49
01-4240-01-4154	400.00	400.00	100.00%	0.00	0.00
01-4240-01-4155	25,836.00	23,910.00	108.06%	12,977.27	23,910.00
01-4240-01-4341	1,500.00	1,500.00	100.00%	706.92	1,500.00
01-4240-01-4391	1,500.00	1,500.00	100.00%	1,135.00	1,500.00
01-4240-01-4394	1.00	1.00	100.00%	0.00	1.00
01-4240-01-4440	210.00	210.00	100.00%	210.00	210.00
01-4240-01-4560	700.00	400.00	175.00%	310.00	610.00
01-4240-01-4620	800.00	750.00	106.67%	323.31	750.00
01-4240-01-4625	200.00	200.00	100.00%	136.78	200.00
01-4240-01-4660	1,300.00	1,300.00	100.00%	49.94	800.00
01-4240-01-4680	800.00	800.00	100.00%	601.79	1800.00
01-4240-01-4740	1,500.00	1,250.00	120.00%	75.00	150.00
01-4240-01-4760	1.00	1.00	100.00%	0.00	1.00
TOTAL	152,290.00	137,226.71	110.98%	80,128.33	135,288.49

2017 Proposed Highway Budget

The 2017 Highway budget shows an increase of \$72,149.00 over the 2016 budget, the numbers are as follows:

Budget Lines

01-4311-01-0110 Highway Dept. Salary	+\$188.76
This line shows an increase for 2017 which reflects Cola & Merit.	
Projected 2016 year end is \$0 left	
01-4311-01-0111 Highway Dept. FT Hourly Wages	+\$33,158.20
This line shows an increase of \$33,158.20 which includes Cola & Merit along with making the Administrative Assistant full time.	
Projected 2016 year end is \$0 left	
01-4311-01-0120 Highway Part Time	-\$24,357.37
This line shows a decrease of \$24,357.37 which will be moved to the full time line to offset the cost of moving the Administrative Assistant to a full time position. The remaining \$10,000 is to cover the cost of hiring a part time winter operator when needed.	
Projected 2016 year end is \$4,000 weather permitting	
01-4311-01-0140 Highway Dept. Overtime	\$75,000.00
same as 2016	

Projected 2016 year end is \$6,000 left. The reason for this is we had a mild winter to begin the year and overtime was not needed. This line is used pretty much for weather related issues.	
01-4311-01-4154 Highway Buyout	- \$3000.00
This line show a decrease of \$3,000. We are having more employees use their time instead of buying it.	
Projected 2016 year end is \$3,000 more employees are using their time instead of buying it.	
01-4311-01-4155 Highway Employee Benefits	+ \$26,607.00
This line shows an increase due to the increase of Insurance and moving the Administrative Assistant to full time.	
Projected 2016 year end is \$0 left	
01-4311-01-4391 Highway Dept. Telephone	same as 2016
Projected 2016 year end is \$200.00 left	\$1,500.00
01-4311-01-4391 Highway Computer, Conferences, Dues	same as 2016
Projected 2016 year end is \$200.00 left	\$1,000.00
01-4311-01-4392 Highway Consultants	same as 2016
Projected 2016 year end is \$1.00 left	\$1.00
01-4311-01-4430 Highway Building Maintenance	same as 2016
Projected 2016 year end is \$1.00 left	\$1.00
01-4311-01-4440 Highway Equipment Rental	+ \$39,550
This line shows an increase of \$39,550 over 2016. The reason for this increase was the Board changed where it was taken from in the past and moved it all in this line. The end result shows this line being over \$45,549.34	
Projected 2016 year end is \$-45,549.34 over	

2017 Proposed Highway Budget

01-4311-01-4620 Highway Office Supplies	same as 2016	\$1,000.00
Projected 2016 year end is \$0 left		
01-4311-01-4680 Highway Tools, Hardware Supplies	same as 2016	\$3,500.00
Projected 2016 year end is \$0 left		
01-4311-01-4681 Highway uniforms	same as 2016	\$14,000.00
Projected 2016 year end is \$500.00 left		
01-4311-01-4730 Highway Building Improvements	same as 2016	\$40,000.00
Projected 2016 year end is \$2,000.00 left		
01-4312-01-4394 Highway Rd. Maintenance Contracts	same as 2016	\$30,000.00
Projected 2016 year end is \$1,000.00 left		
01-4312-01-4631 Highway Paved Roads	same as 2016	\$750,000.00
I would like to see this line funded the same as it was in 2016, with the same budget number and warrant article. I believe if we can do this for the next two years we can get back on track with the Dubois & King report.		
Projected 2016 year end is \$10,000-20,000 left		
01-4312-01-4632 Highway Gravel Roads	same as 2016	\$15,000.00
Projected 2016 year end is -\$1,500.00 over		
01-4312-01-4634 Highway Gravel Road Upgrades	same as 2016	\$30,000.00
Projected 2016 year end is -\$1,000.00 over		
01-4312-01-4680 Highway Materials & Supplies	same as 2016	\$8,000.00

2017 Proposed Highway Budget

Projected 2016 year end is -\$7,200.00 over		
01-4312-02-4310 Highway Layouts & Re-establishments	same as 2016	\$18,000.00
Projected 2016 year end is \$1,000.00-\$1,500.00 left		
01-4312-05-4394 Highway Winter Contractors	same as 2016	\$120,000.00
Projected 2016 year end is \$-3,000.00 over		
01-4312-05-4660 Highway Equip Main/Parts	same as 2016	\$25,000.00
Projected 2016 year end is \$0 left		
01-4312-05-4680 Highway Winter Sand & Salt	same as 2016	\$210,560.00
We were able to purchase sand this year at the 2016 price of \$9.45 per cubic yard. Salt prices stayed the same as last year at \$51.73 per ton.		
Projected 2016 year end is \$25,000.00 left		
01-4312-07-4430 Highway Street Sign Maintenance	same as 2016	\$10,000.00
Projected 2016 year end is \$0 left		
01-4313-04-4632 Highway Bridges/Rails/Culverts	same as 2016	\$10,000.00
Projected 2016 year end is \$0 left		
01-4319-04-4660 Highway Vehicle Maintenance	same as 2016	\$65,000.00
Projected 2016 year end is \$2,000.00 left		
Total:		\$2,213,182.00

WARRANT ARTICLE REQUEST FORM

REQUESTING DEPARTMENT: Highway Dept

PURPOSE: (describe the purpose of the request, i.e., what you wish to purchase or save for, etc.) Bridge work AND OR Replacement

TOTAL COST OF ITEM: (i.e., purchase price estimate)\$
AMOUNT REQUESTED IN THIS ARTICLE:

50,000

Is this request to create a new Capital Reserve Fund?

YES NO

If YES, specify the requested fund name: _____

Will this request involve a withdrawal of monies from the existing Capital Reserve Fund during the budget year? YES NO

If YES, indicate how much money from the existing fund will be withdrawn and for what purpose? \$ _____

Current Fund balance: \$ 205,295.56

Is the withdrawal of monies from the existing fund for the purpose of equipment replacement? YES NO

If Yes, please indicate what you propose to do with the surplus equipment that you are replacing: (trade in, disposal, advertise for bid, etc.)

Current inventory # of surplus equipment. # _____

Current value of surplus equipment. \$ _____

WARRANT ARTICLE REQUEST FORM

REQUESTING DEPARTMENT: Highway Dept

PURPOSE: (describe the purpose of the request, i.e., what you wish to purchase or save for, etc.) Emergency Road Repair or Winter

TOTAL COST OF ITEM: (i.e., purchase price estimate)\$
AMOUNT REQUESTED IN THIS ARTICLE:

50.000

Is this request to create a new Capital Reserve Fund?

YES NO

If YES, specify the requested fund name: _____

Will this request involve a withdrawal of monies from the existing Capital Reserve Fund during the budget year? YES NO

If YES, indicate how much money from the existing fund will be withdrawn and for what purpose? \$ _____

Current Fund balance: \$ 150,131,44

Is the withdrawal of monies from the existing fund for the purpose of equipment replacement? YES NO

If Yes, please indicate what you propose to do with the surplus equipment that you are replacing: (trade in, disposal, advertise for bid, etc.)

Current inventory # of surplus equipment. # _____

Current value of surplus equipment. \$ _____

WARRANT ARTICLE REQUEST FORM

REQUESTING DEPARTMENT: Highway Dept

PURPOSE: (describe the purpose of the request, i.e., what you wish to purchase or save for, etc.) New Backhoe

TOTAL COST OF ITEM: (i.e., purchase price estimate) \$ 150,000
AMOUNT REQUESTED IN THIS ARTICLE:

60,000

Is this request to create a new Capital Reserve Fund?

YES NO

If YES, specify the requested fund name: _____

Will this request involve a withdrawal of monies from the existing Capital Reserve Fund during the budget year? YES NO

If YES, indicate how much money from the existing fund will be withdrawn and for what purpose? \$ 160,000

Current Fund balance: \$ 108,858.75

Is the withdrawal of monies from the existing fund for the purpose of equipment replacement? YES NO

If Yes, please indicate what you propose to do with the surplus equipment that you are replacing: (trade in, disposal, advertise for bid, etc.)

TRADE

Current inventory # of surplus equipment. # _____

Current value of surplus equipment. \$ _____

WARRANT ARTICLE REQUEST FORM

REQUESTING DEPARTMENT: *Highway Dept*

PURPOSE: (describe the purpose of the request, i.e., what you wish to purchase or save for, etc.) *PAVEMENT + RECONSTRUCTION*

TOTAL COST OF ITEM: (i.e., purchase price estimate)\$
AMOUNT REQUESTED IN THIS ARTICLE:

125,000.⁰⁰

Is this request to create a new Capital Reserve Fund?

YES NO

If YES, specify the requested fund name: _____

Will this request involve a withdrawal of monies from the existing Capital Reserve Fund during the budget year? YES NO

If YES, indicate how much money from the existing fund will be withdrawn and for what purpose? \$ *125,000.⁰⁰ PAVING*

Current Fund balance: \$ *0*

Is the withdrawal of monies from the existing fund for the purpose of equipment replacement? YES NO

If Yes, please indicate what you propose to do with the surplus equipment that you are replacing: (trade in, disposal, advertise for bid, etc.)

Current inventory # of surplus equipment. # _____

Current value of surplus equipment. \$ _____

2017 Proposed Transfer Station and Recycling Center Budget

The 2017 proposed Transfer Station and Recycling Center budget shows an increase of \$31,210.00 over the 2016 budget. This increase is contributed to the rise in cost of tonnage and hauling fees per our contract with Waste Management and the addition of a part time position.

01-4321-02-0111 Transfer Full Time Hourly		+973.00
This line shows an increase for 2017 which reflects Cola & Merit.		
	This increase will bring this line from \$35,288.03 to \$36,261.60	
01-4321-02-0112 Transfer Station Part Time		+8,992.00
This increase is for an additional part time position to work only when the Transfer Station is open. This position is to help prevent the dumping of un paid material and to stop the disposal of material that is not accepted at our facility, they will also help assist residents to put items in their proper place.		
The increase would bring this line from \$21,008.00 to \$30,000.00		
01-4321-02-4154 Transfer Station Earned time buyout	same as 2016	\$800.00
01-4321-02-4155 Transfer Station Employee Benefits		+245.00
This increase will bring this line from \$35,760 to \$36,005.00		
01-4321-02-4560 Transfer Station Dues/Fees/Training	same as 2016	\$500.00
01-4321-02-4660 Transfer Station Equip. Main.	Same as 2016	\$5,700.00
01-4324-04-4850 Transfer Station Recycling		+\$10,000.00
This line is currently over by: \$5,000.00 .This line is used for Single Stream Recycling This increase is to cover the increase of tonnage and hauling fees along with the increase of tonnage due to the growing number of residents recycling.		
This increase would bring this line from \$20,000.00 to \$30,000.00		

01-4324-06-4394 Transfer Station Contracts W/M		+\$3,000.00
This increase is to cover tonnage and hauling fees along with the increase of tonnage due to the amount of trash from residents.		
This increase would bring this line from \$95,000.00 to \$98,000.00.		
01-4324-06-4430 Transfer Station Equip/Build	same as 2016	\$15,000.00
01-4324-06-4440 Transfer Station Rental	same as 2016	\$500.00
01-4324-06-4680 Transfer Station Operating Supplies	same as 2016	\$25,000.00
01-4324-06-4830 Transfer Station Metal/Tire Removal	same as 2016	\$14,000.00
I would like to suggest that we split this line and create a separate line for Electronics Recycling. Leaving \$5,000 for Tire Removal and putting \$9,000 in the Electronics line.		
01-4324-09-4394 Transfer Station Monitoring Wells	same as 2016	\$3,000.00
01-4324-09-4395 Transfer Station Bulky Waste		+\$8,000.00
01-4324-09-4396 Transfer Station Landfill Monitoring	same as 2016	\$3,000.00
		Total: \$357,766.60

The proposed 2017 Transfer Station Budget increases is limited to those lines where it could not be avoided. Specifically, increases are shown in those lines associated with recycling, trash and bulky waste as dictated by an annual cost increase in our contract with Waste Management. Also influencing these budget lines, is an increase in the volume of recycling, trash and bulky waste from residents that we process.

2016 Budget	\$326,556.03
2017 Proposed	\$357,766.60
Difference	----- \$31,210.00

- Our current contract with Waste Management ends December 31, 2017
- Projected revenue for 2016 at the Transfer Station is \$125,000.00

Projected year end for the Transfer Station and Recycling
Center Budget

01-4321-02-0111 Transfer Station FT Hourly Wages

The projected year end for this line \$0

01-4321-02-0112 Transfer Station PT Hourly Wages

The projected year end for this line \$1,000

01-4321-02-4154 Transfer Station E/T Buyout

The projected year end for this line is \$800

01-4321-02-4155 Transfer Station Employee Benefits

The projected year end for this line \$0

01-4321-02-4560 Transfer Station Dues/Fees/Training

The projected year end for this line is \$-25.00 we still have three employees that need to have their certifications renewed by years end. Beginning Balance: \$500.00 Projected end: \$525.00

01-4321-02-4660 Transfer Station Equip. Main.

The projected year end for this line is \$300.00. Even though this line shows approx. \$3,800 left, we have scheduled maintenance for three of our compactors, and the fork truck remaining as expenditures. We also purchase propane for the fork truck from this line. Beginning Balance: \$5,700.00 Projected end: \$300.00

01-4324-04-4850 Transfer Station Recycling

The projected year end for this line is \$-16,000.00. We are currently over by \$4,000 and with 4 months of bills to go the estimated cost is

\$12,000.00. We have had an increase in tonnage of recyclables due to an increase of residents recycling. ** looking to increase
Beginning Balance: \$20,000 Projected end: \$36,000.00

01-4324-06-4394 Transfer Station Contracts W/M

The projected year-end total for this line is approx. \$88,600.00, this could approximately leave \$6,400.00.

** looking to increase

Beginning Balance: \$95,000.00 Projected end: \$6,400.00

01-4324-06-4430 Transfer Station Equip/Build

The projected year-end for this line is \$-2,500.00. We are in the process of a building upgrade at the Transfer Station. We would like to wall off the room where the safe is to reduce the amount of traffic inside the building and provide a more secure area for the register. We will also add a window which will allow for better visibility and monitoring of the containers. We are also pouring another concrete pad for the compactor which currently sits on pavement that is breaking apart and made worse every time the container is pulled creating a safety hazard.

Beginning Balance: \$15,000.00 Projected end: \$17,500.00

01-4324-06-4440 Transfer Station Rental

The projected year end for this line is \$-40.00 this line was used for the porta potty rental at the Transfer Station which reduced unnecessary foot traffic in the Highway Garage.

Beginning Balance: \$500.00 Projected end: \$540.00

01-4324-06-4680 Transfer Station Operating Supplies

The projected year end for this line is approx. \$800.00. We currently have approx. \$24,000.00 in this line, but we purchased an AED for \$2,400, have four months of water bills, office supplies and we are placing a bag order at a cost of about \$20,000.00.

Beginning Balance: \$25,000.00 Projected end: \$800.00

01-4324-06-4830 Transfer Station Metal/Tire Removal

The projected year end for this line is \$-2,000.00 this line is used for tire removal and electronics recycling.

Beginning Balance: \$14,000.00 Projected end: \$16,000.00

01-4324-09-4394 Transfer Station Monitoring Wells

The projected year end for this line is \$0

01-4324-09-4395 Transfer Station Bulky Waste

The projected year end for this line is \$-5,000.00. We currently have approx. \$14,000.00 but after deducting the remaining four months of expenditures of approximately \$19,000.00 this line will be over.

**looking to increase

Beginning Balance: \$52,000.00 Projected end: \$57,000.00

01-4324-09-4396 Transfer Station Landfill Monitoring

The projected year end for this line is \$0

WARRANT ARTICLE REQUEST FORM

REQUESTING DEPARTMENT: Transfer Station

PURPOSE: (describe the purpose of the request, i.e., what you wish to purchase or save for, etc.) Electric motors AND phase converters

TOTAL COST OF ITEM: (i.e., purchase price estimate) \$ 25,000.00

AMOUNT REQUESTED IN THIS ARTICLE:

25,000.00

Is this request to create a new Capital Reserve Fund?

YES NO

If YES, specify the requested fund name: _____

Will this request involve a withdrawal of monies from the existing Capital Reserve Fund during the budget year? YES NO

If YES, indicate how much money from the existing fund will be withdrawn and for what purpose? \$ 20,000.00 motors converters AND Hookup

Current Fund balance: \$ 2,347.78

Is the withdrawal of monies from the existing fund for the purpose of equipment replacement? YES NO

If Yes, please indicate what you propose to do with the surplus equipment that you are replacing: (trade in, disposal, advertise for bid, etc.)

Current inventory # of surplus equipment. # _____

Current value of surplus equipment. \$ _____

WARRANT ARTICLE REQUEST FORM

REQUESTING DEPARTMENT: Transfer Station

PURPOSE: (describe the purpose of the request, i.e., what you wish to purchase or save for, etc.) Pave YARD AT Transfer Station

TOTAL COST OF ITEM: (i.e., purchase price estimate)\$

AMOUNT REQUESTED IN THIS ARTICLE:

41,000.00

Is this request to create a new Capital Reserve Fund?

YES NO

If YES, specify the requested fund name: _____

Will this request involve a withdrawal of monies from the existing Capital Reserve Fund during the budget year? YES NO

If YES, indicate how much money from the existing fund will be withdrawn and for what purpose? \$ _____

Current Fund balance: \$ 0

Is the withdrawal of monies from the existing fund for the purpose of equipment replacement? YES NO

If Yes, please indicate what you propose to do with the surplus equipment that you are replacing: (trade in, disposal, advertise for bid, etc.)

Current inventory # of surplus equipment. # _____

Current value of surplus equipment. \$ _____

2017 Proposed Dam Budget

The 2017 Town Dam budget shows no increase over 2016. There is some mortar and cement work to do at Swains and at Ward's Pond. We also have some minor work to do at Swains on the Dam building. I don't believe I will get to complete all of these projects this year that is why I'm holding the lines for 2017. What does not get done this year will get done early next year.



ENDING VIOLENCE.
CHANGING LIVES.

20 International Drive
Suite 300
Portsmouth, NH 03801

24-Hour Hotline: 1-603-994-SAFE (7233)
Main Office: 603-436-4107 | Fax: 603-436-7951
www.havennh.org | info@havennh.org

August 30, 2016

Board of Selectmen
PO Box 660
333 Calef Hwy
Barrington, NH 03825

Dear Selectmen,

On behalf of HAVEN, I am pleased to submit our annual request for funding as an Outside Human Service Agency. On July 1, 2015, SASS and A Safe Place officially and legally merged into HAVEN whose mission is to prevent sexual assault and domestic violence and to empower women, men, youth and families to heal from abuse and rebuild their lives. HAVEN offers the following services to residents of Barrington:

- Emergency Shelter
- 24-hour crisis hotline: **1-603-994-SAFE (7233)**
- Support and accompaniments for families at the Rockingham & Strafford County Child Advocacy Centers
- Support Groups
- Accompaniments to hospitals, police departments and courts
- *Safe Kids Strong Teens* K-12 prevention programs
- 3 offices for walk-in support

Domestic violence, sexual abuse and teen dating violence are costly public health issues. Victims are more likely to suffer from low self-esteem, substance abuse and suicidal behavior. Adult victims often experience a loss of work and difficulty maintaining a job due to safety concerns and depression in the aftermath of abuse. Since we know that youth are the most at risk, HAVEN's school-based prevention program is critical to reaching out to current and potential victims. If HAVEN was not available to provide FREE services to our local communities, area towns would incur expenses related to the ongoing health and services required to meet the needs of those impacted by domestic and sexual violence. Preventing domestic violence and sexual abuse and providing support for those impacted can lead to healthier and more secure children and adults. HAVEN has a strong history of producing positive results with programs and services as seen in the following excerpts:

"I feel so much better. My belly aches are all gone. No more secrets." – Emily 8 year-old to HAVEN advocate while at the Child Advocacy Center

"For the first time in my life I am able to say that I am free, I can breathe, I am strong and that I am SAFE! – Sara, a mom staying in the Emergency Shelter with her 6 year-old daughter.

HAVEN is requesting level funding in the amount of \$2000.00 **Total 2017 Request: \$2000.00**

On behalf of our clients, board and staff I want to thank the Town of Barrington for your continued support.

Sincerely,

Kathy Beebe
Executive Director

LAMPREY HEALTH CARE

Where Excellence and Caring go Hand in Hand

August 31, 2016

Town of Barrington
PO Box 660
Barrington, NH 03825

Dear Selectmen/Selectwomen,

Lamprey Health Care thanks the Town of Barrington for its continued support during these extremely challenging times. As you know, Lamprey Health Care is a nonprofit community health care organization with medical centers in Newmarket, Raymond and Nashua, New Hampshire. The organization serves the Southern & Seacoast Areas of New Hampshire, and provides primary care & preventive health services to individuals of all ages and incomes, regardless of their ability to pay. **In 2015, Lamprey Health Care served over 15,779 patients through over 59,232 office visits.**

Our mission is to provide the highest quality primary care and health related services with an emphasis on prevention and lifestyle management regardless of an individual's ability to pay. Focusing on the health of the patient as well as the community as a whole, Lamprey Health Care offers the following care and services to its patients:

- Primary care
- Prenatal & Obstetrical care
- Pediatric Care
- Reproductive Health Services
- Chronic disease management
- Health education & Outreach
- Social Services & Case management
- Free/reduced cost prescription drugs
- Interpretation Services

Our Senior Transportation Program provides seniors and other individuals access to essential services, such as medical appointments with primary care physicians and specialists, grocery stores, local pharmacies and other necessary errands. These services are available to all area physician offices and non-LHC patients so that our vulnerable populations have access to medical care.

In 2015, our senior transportation provided more than 8,000 rides to area seniors and disabled residents. Barrington residents utilize our transportation program for shopping trips, medical appointments and monthly recreational outings.

Despite budget cuts, Lamprey Health Care remains committed to its mission of serving the uninsured and medically underserved in the community. **With your support of \$2200 for FY2018, we can continue to improve access and the health of our residents and communities as a whole by meeting the needs of our patients.**

Attached is more detailed information about our agency and the transportation program. Please call me at (603) 292-7275 if you have further questions and we'd like to thank you for this opportunity to serve your community.

Sincerely,



Debora Bartley

Director of Transportation Services

Lamprey Health Care

dbartley@lampreyhealth.org

**2017 REQUEST FOR MUNICIPAL FUNDING
TOWN OF Barrington**

AGENCY: LAMPREY HEALTH CARE
ADDRESS: 207 SOUTH MAIN STREET
NEWMARKET, NH 03857

Lamprey Health Care is a Private, non-Profit 501(c)(3) organization. Federal Tax ID #: 23-7305106

POLICY MAKING BODY: Board of Directors

CONTACT PERSON: Debora Bartley, Director of Community Services (603) 292-7275
e-mail: dbartley@lampreyhealth.org

BOARD OFFICERS

Audrey Ashton-Savage (President), 31 New Road, Newmarket, NH 03857
George D. Donovan, Jr. (Vice President), 7 Wingate Ct., Stratham, NH 03885
Janis Reams (Secretary), 24 Hayden Circle, Hampton, NH 03842-1169
Carol LaCross, Treasurer, 219 Raymond Road, Deerfield, NH 03037

MISSION: The mission of Lamprey Health Care is to provide high quality primary medical care and health related services, with an emphasis on prevention and lifestyle management, to all individuals regardless of ability to pay.

PROGRAM: Senior Transportation Program provides seniors 60 or older and adults with disabilities access to essential services, such as medical appointments, grocery stores, local pharmacies and other necessary errands. Our buses are handicap accessible and our drivers are trained Transportation Health Workers who receive Passenger Assistance Training. Access to essential services makes it possible for this population to remain self-sufficient and in their own homes. Our team consists of a Director of Transportation Services, 2 Transportation Health Workers, 20 volunteers, 2 handicap accessible buses, 1 accessible van and 1 car. Lamprey Senior Transportation Program provides seniors and adults with disabilities reliable transportation that offers door-to-door service, access to resources and a beneficial social network.

AMOUNT REQUESTED: \$2200

FUNDING SOURCES: Lamprey Health Care funds for medical care come from many sources, including the U.S. Public Health Service Rural Health Initiative, and the NH Division of Public Health Services. Lamprey Senior Transportation receives funding from the Bureau of Elderly and Adult Services, New Hampshire Department of Transportation, 27 towns, and rider donations. A rider donation of \$5.00 is requested for the shopping trip and \$10.00 for the recreational outing. Over 80% of our riders contribute, no one is ever denied service for lack of a donation.

Lamprey Health Care is proactive about meeting community needs and is continually on the lookout for new grants and innovative funding opportunities.

In 2015, 116 Barrington residents made 469 visits to Lamprey Health Care, of those 8 received \$901 of free or reduced fee medical care.

Lamprey Health Care provided 24 rides to Barrington senior citizens and adults with disabilities.

Lamprey Health Care is pleased to continue to provide services to residents of Barrington.



Board of Selectmen
 Town of Barrington
 PO Box 660
 333 Calef Hwy
 Barrington, NH 03825-0660

August 25, 2016

Dear Board of Selectmen,

On behalf of Court Appointed Special Advocates (CASA) of New Hampshire, I am writing to respectfully request inclusion in the Town of Barrington's 2017 budget. CASA of New Hampshire is a statewide, nonprofit organization that recruits, screens and trains volunteers to advocate for victimized children in New Hampshire courts.

When an abused or neglected child is thrust into the confusion of the court or foster care system, our trained Volunteer Advocates are there to offer stability and support to a child in need. CASA Volunteer Advocates present their recommendations directly to the judge, thereby ensuring that the child's best interest is being considered at every step of the case. *We are the only nonprofit organization in the state to carry out this important work.*

Currently, our Volunteer Advocates speak on behalf of 80% of our state's abused children who come to the attention of New Hampshire's family courts through no fault of their own. As the heroin epidemic continues to shake communities across the state, we have faced a significant increase in the number of children in need of advocates. Your support is vital to ensuring that the children who have been affected by their parents' and caregivers' addiction have the chance to grow up in a safe, loving home.

These children come from towns and cities across the state, including the Town of Barrington. Our volunteers also live and serve in these communities. The chart below shows the children and advocates in your area.

FY 2016 BY THE NUMBERS	<i>In Strafford County alone:</i>		<i>Statewide:</i>
	119*	Children served	1,198
34	Volunteers	465	
47596	Miles traveled	473,479	
6030	Hours of volunteer time	67,813	
	<i>Value of volunteer advocacy provided</i>	Over \$4M	

* This number includes children who use your towns' schools and resources and live with foster parents or extended family members in your community. (July 1, 2015-June 30, 2016).

(Due to the confidential nature of our work, numbers for your town cannot be released.)

CASA of NH continually strives to serve 100% of NH's children in need of compassionate advocates. We believe it is critical that a competent and caring adult stand up for each and every abused child. By ensuring them a safe, permanent home, we give these children the chance to become healthy productive adults. We respectfully request your consideration for funding of **\$500.00** in your 2017 budget. With your support, CASA can continue to make a difference in the lives of abused children.

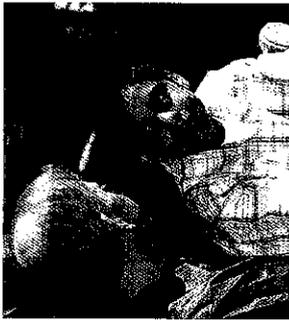
Respectfully,

Marcia R. Sink
 President and CEO

BERLIN (603) 752-9670 **COLEBROOK** PO Box 24, Colebrook, NH 03576 (603) 237-8411

DOVER PO Box 205, Dover, NH 03821 (603) 617-7115 **KEENE** 39 Central Square, Room 303, Keene, NH 03431 (603) 358-4012

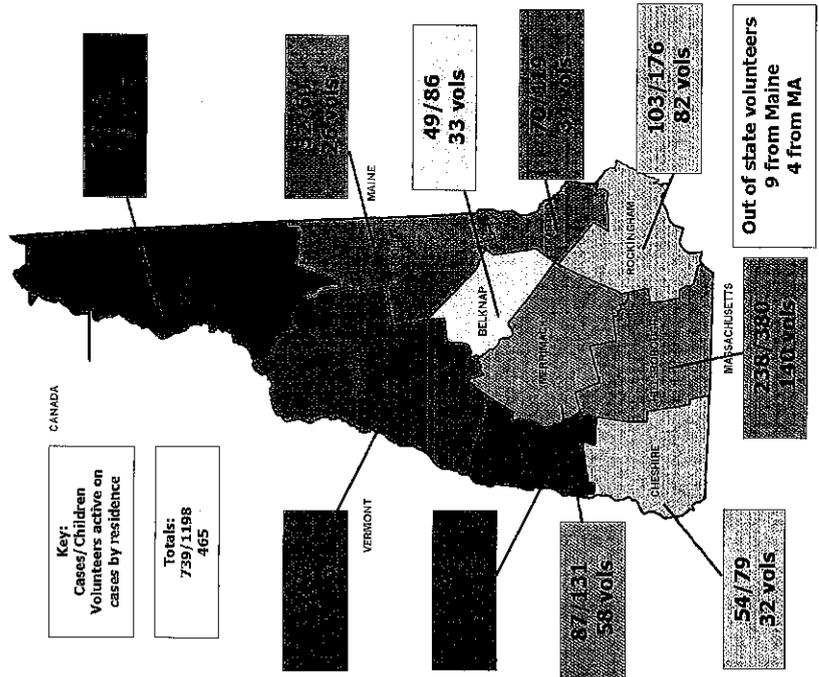
MANCHESTER PO Box 1327, Manchester, NH 03105 (603) 626-4600 **PLYMOUTH** 258 Highland Street, Plymouth, NH 03264 (603) 536-1663



Our Advocates

A CASA volunteer advocate works to make a difference in the life of an abused or neglected child by speaking for that child in court. Our advocates provide stability and make recommendations in the best interest of the children they serve. Our corps of 400+ volunteers are everyday people who donate their time to help New Hampshire's victimized children find safe, permanent homes.

FY 2016 Active Cases and Volunteers

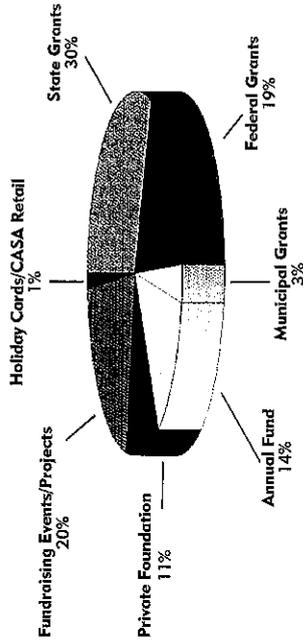


Board of Directors

- David Eby**, Chairman, Devine Millimet
- Daniel Bernard**, Immediate Past Chairman, TD Bank
- Thomas Buchanan**, Treasurer, Derry Medical Center
- Maria Proulx**, Secretary, Anthem BlueCross BlueShield
- Judy Bergeron**, MTS Services
- Jonathan Brown**, Indian Stream Health Center
- Arthur Bruinooge**, Hollis, NH
- Kathy Christensen**, Amherst, NH
- Amy Covenno**, WMUR TV, ABC-9
- Jerry Howard**, Strategy First Partners
- Linda Lovering**, Lovering Volvo
- Benjamin Oleson**, Lancaster, NH
- Alan Reische**, Sheehan, Phinney, Bass + Green
- Albert Romero**, Eastern Bank
- John Zahr**, Dyn
- Marcia Zahr**, Bedford, NH
- Marcia Sink**, President and CEO

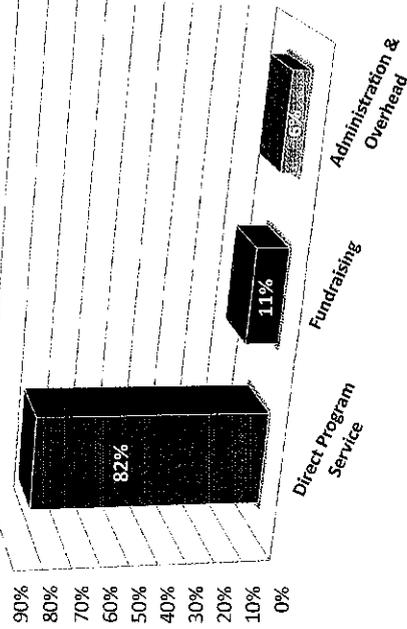
Funding Sources

Businesses and charitable foundations, state and federal contracts, and support from individuals continue to sustain CASA of NH, making it possible to further provide a critical service to children around the state.



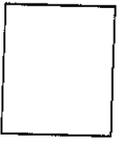
Funding Uses

CASA of NH strives to maintain frugal financial practices, a balanced budget, and funding diversity.



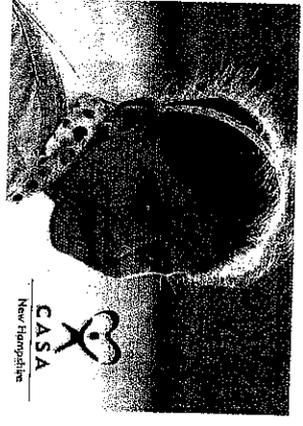


CASA of New Hampshire, Inc.
 PO Box 1327
 Manchester, NH 03105-1327



Our Children Your Impact

Year in Review
 Fiscal Year 2016



The Impact of Your Support

Due to your recent support, CASA of New Hampshire provided 80% of our state's neglected and abused children with highly-trained and compassionate volunteer advocates. As the heroin epidemic continues to shake communities across the state, we have faced a significant increase in the number of children in need of advocates. Your continued investment is vital to ensuring that the children who have been affected by their parents' and caregivers' addiction have the chance to grow up in a safe, loving home.

The impact of your support will be felt in our communities for years to come. Studies show that children with a CASA advocate are more likely to stay in school, get better grades and have higher self-esteem. Today, you may have helped us serve just one more child in need. Tomorrow, your contribution may help us to reunite a child with his family, provide a youth aging out of foster care with a CASA advocate as she transitions into adulthood, or lead to the adoption of a foster child into a loving home. Together we give these children hope for a brighter future. Thank you for supporting our mission to let every child's voice, no matter how small, be heard.

FY 2016 BY THE NUMBERS



465 volunteers



125 volunteers trained



739 families



1,198 children had advocates by their side



8,909 children with advocates since 1989



67,813 hours of volunteer time



473,479 miles traveled



Over \$4m: value of volunteer advocacy provided to NH

CASA of NH strives to protect the rights of our state's most vulnerable children so they can live, learn and grow in the embrace of a loving family.



CORNERSTONE VNA
HOME • HEALTH • HOSPICE

Trusted Care since 1913

August 12, 2016

Town of Barrington
ATTN: Mr. John Scruton, Town Administrator
333 Calef Highway
Farmington, NH 03825

Dear Mr. Scruton:

We would like to express our sincere gratitude to the Town of Barrington for its long standing support of Cornerstone VNA. We respectfully ask for your consideration for town funding by requesting \$6003.20 in funding which is based upon the 2010 census of 8,576 at a per capita rate of \$.70.

When a Barrington resident experiences an unexpected medical event, Cornerstone VNA Home, Health and Hospice provides quality health care and unparalleled support to help them heal safely in the comfort of their home. Building upon the reputation of providing trusted, compassionate and expert care for more than a century, the team at Cornerstone VNA provides a wide range of services from chronic disease management, skilled nursing, physical, occupational and speech therapies to hospice, palliative care, homemaking services and community health clinics. Being mission driven, Cornerstone VNA is committed to bringing specialized programs and services to people of all ages, so that families can stay together at home even when facing the challenges of aging, surgical recovery, chronic or life-threatening illnesses or end of life care.

Our greatest challenge, along with the reduction in Medicare reimbursements and rising costs of operation, is having the funding available to advance our mission and to reach those in need of our programs and services. As healthcare trends are moving care back into the home, no matter the degree of a patient's illness, the level of skill needed has become increasingly important. As a result, Cornerstone VNA continues to invest in certifying our clinicians to ensure excellence and implement new technology to create efficiencies which better meet the needs of our patients. Although the future of home health care will be challenging due to changing payment models, the aging population and the shortage of health care professionals, funding from local towns will help Cornerstone VNA continue serving residents in need while working to meet those challenges.

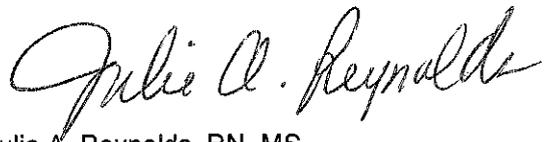
The impact of your support is significant. Your continued support enables us to provide care to Barrington residents, regardless of their ability to pay for services and to purchase much needed equipment for patients who cannot otherwise afford it. Along with access to care, your support funds free community clinics, patient education and allows us to launch innovative programs, such as our Palliative Care Program in 2014, and our recently upgraded and highly sophisticated Telehealth units.

Cornerstone VNA highlight of service visits for 2015:

<u>Service Area</u>	<u>Barrington</u>	<u>Stafford County</u>	<u>Total Agency</u>
Home Care/Perinatal	2093	34514	39715
Hospice Care	307	7985	9217
Lifecare/Support Services	418	7430	7650
Palliative Care	24	316	334

In closing, please feel free to contact me at any time with any questions or comments at 603-332-1133 x 101. We look forward to your continued support and are grateful for the honor and privilege of providing trusted, compassionate and expert care to every member of your community.

Respectfully,



Julie A. Reynolds, RN, MS
Chief Executive Officer

JAR/spl



August 12, 2016

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333 Calef Highway
Farmington, NH 03825

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Respectfully,

Julie A. Reynolds, RN, MS
Chief Executive Officer

JAR/spl



Head Start Centers :
62A Whittier Street
Dover 603-285-9460

120 Main Street
Farmington 603-755-2883

55 Industrial Drive
Milton 603-652-0990

150 Wakefield Street
Rochester 603-285-9461

184 Maple Street Ext,
Somersworth 603-817-5458

Outreach Offices :
61 Locust Street
McConnell Center, Suite 240
Dover 603-460-4237

527 Main Street
Farmington 603-460-4313

Administrative Office
642 Central Avenue
Dover, NH
603-435-2500

Mailing Address
P.O. Box 160
Dover NH 03821-0160

August 17, 2016

Board of Selectmen and Budget Committee
Town of Barrington
333 Calef Highway
Barrington, NH 03825

Dear Friends,

I am writing on behalf of the Community Action Partnership of Strafford County (CAPSC) to request \$2,000 in assistance from the Town of Barrington in the 2017 budget.

Attached please find a listing of services provided to Barrington residents over the past year. Each year, CAPSC helps thousands of Strafford County families become self-sufficient through housing, child and parent education, utility assistance, nutrition, transportation, and job training and employment services. Last year, your investment in our organization and its programs was leveraged to provide **\$234,102 in services to 358 families** in the community. This includes:

- 128 households in Barrington received \$88,832 in fuel assistance,
- 115 households received a discount on their electric bill through CAPSC's Electrical Assistance Program at a value of \$52,900,
- 5 individuals on the verge of homelessness or literally homeless received emergency housing services, and
- 90 rides were provided to seniors in Barrington to access essential services, such as groceries and prescriptions.

Your continued support is critical to our ability to provide services that reduce poverty and help members of our community meet their basic needs. It is our hope that the services provided by CAPSC reduce the burden on your town and other systems of care in our community. Your investment helps us offer hope to thousands of Strafford County residents.

We greatly appreciate your past support, and look forward to our continued partnership as we strive to help our neighbors living through challenging economic times. Together, we can achieve CAPSC's vision of eliminating poverty in Strafford County.

Sincerely,

A handwritten signature in black ink that reads "EA Andrews Parker". The signature is written in a cursive, flowing style.

Betsey Andrews Parker
Chief Executive Officer

Enclosures

Community Action Partnership of Strafford County
2015-2016 Service Statistics

NUMBER OF RESIDENTS/HOUSEHOLDS SERVED	Strafford County	Barrington
Electrical Assistance- # houses	2926	115
Fuel Assistance- # houses	2722	128
Homeless Outreach	146	4
Homeless Prevention (sec dep, RRH, Prevention)	97	1
Head Start- # of children	222	3
Early Head Start- # of children	149	4
Home Visiting	103	4
Neighbor Helping Neighbor- # of houses	198	3
Child care- # of kids	23	0
Senior Transportation- # of rides	3808	90
Weatherization Assistance- # of homes	64	3
Employment Programs (WPS&WIA)	106	3
Housing Support Services (CBM&WM)	35	0
TOTAL	10599	358
		3%
NUMBER OF GOODS PROVIDED	Strafford County	Barrington
Emergency Food distributed from CAP offices for any residents in Strafford County	2978	22
Thanksgiving - # of baskets	422	0
Christmas- # of baskets	209	0
Summer Meals Program- # of meals (Breakfast) provided at sites in municipalities (7/1/15 - 8/31/15)	7328	0
Summer Meals Program- # of meals (Lunch) provided at sites in municipalities (7/1/15 - 8/31/15)	11399	
Summer Meals Program- # of meals (Breakfast) provided at sites in municipalities (6/1/16 - 6/30/16)	742	0
Summer Meals Program- # of meals (Lunch) provided at sites in municipalities (6/1/16 - 6/30/16)	1012	0
After School Meals Provided (Snack)	8000	
After School Meals Provided (Dinner)	7663	0
TOTAL	39753	22

Community Action Partnership of Strafford County
2015-2016 Service Statistics

VOLUNTEERS		
Summer Meals Volunteer Hours	559.25	0
TEFAP # of Volunteers	266	30
TEFAP # of Volunteer Miles	2362	74
TEFAP # of Volunteer Hours	916	403.65

Value of goods and services provided	Strafford County	Barrington
Electrical Assistance (average \$460 per house)	\$ 1,345,960.00	\$ 52,900.00
Fuel Assistance (average \$694 per house)	\$ 1,889,068.00	\$ 88,832.00
Homeless Outreach	\$ 8,872.00	\$ 65.00
Homeless Prevention	\$ 168,710.44	\$ 4,450.00
Head Start	\$ 2,012,208.00	\$ 27,192.00
Early Head Start	\$ 1,012,704.00	\$ 26,304.00
Home Visiting	\$ 439,040.00	\$ 17,920.00
Neighbor Helping Neighbor	\$ 108,497.05	\$ 700.00
Child care	\$ 155,400.00	\$ -
Senior Transportation Rides @ 8.75 per ride	\$ 33,320.00	\$ 787.50
Weatherization Assistance	\$ 188,861.55	\$ 6,466.00
Employment Programs (WPS-WIA Adult & Displaced)	\$ 75,472.00	\$ 2,136.00
Housing Support Services (CBM&WM)	\$ 26,694.00	\$ -
Emergency Food distributed from CAP offices for all residents in Strafford County @ \$63 per pantry	\$ 187,614.00	\$1,386.00
TEFAP Food Distribution in \$ Value	\$ 170,634.66	
TEFAP # of Volunteer Mileage @.44 a Mile	\$ 1,039.28	\$ 32.56
TEFAP Equipment Used for distribution	\$ 1,500.00	\$ 1,500.00
TEFAP Volunteer Hours @ 8.50 an Hour	\$ 7,786.00	\$ 3,431.03
Thanksgiving (Baskets) @ 30.00 per Basket	\$ 12,660.00	\$0.00
Christmas (Baskets) @ 30.00 per Basket	\$ 6,270.00	\$0.00
Summer Meals (Meals) @ 2.0225 Per Breakfast (7/1/15 - 8/31/15)	\$ 14,820.88	\$ -
Summer Meals @ 3.545 Per Lunch (7/1/15 - 8/31/15)	\$ 40,409.46	\$ -
Summer Meals (Meals) @ 2.1325 Per Breakfast (6/1/16 - 6/30/16)	\$ 1,582.32	\$ -
Summer Meals @ 3.745 Per Lunch (6/1/16 - 6/30/16)	\$ 3,789.94	\$ -
After School Snack @ 0.84 per Snack	\$ 6,720.00	\$ -
After School Dinner @ 3.3075 per Dinner	\$ 25,345.37	\$ -
Summer Meals Volunteer Hours @ 14.88/Hour	\$ 8,321.64	\$0.00
TOTAL	\$ 7,953,300.59	\$ 234,102.09



READY RIDES –P.O. Box 272, Northwood, NH 03261

(603) 244-8719 or info@readyrides.org

Serving the towns of Barrington, Durham, Lee, Madbury, Newmarket, Northwood, Nottingham and Strafford

October 7, 2016

M. John Scruton, Town Administrator
Town of Barrington
P.O. Box 660
Barrington, NH 03825

Dear Mr. Scruton;

We are requesting that the Selectmen consider supporting Ready Rides for the town's 2017 budget. You included Ready Rides in your 2016 budget and we thank you for your support of this important program.

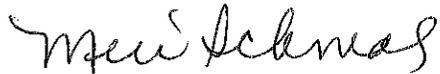
Ready Rides is a 501 (c) 3 non-profit which has been organized to provide rides to medical related appointments for seniors and the physically challenged. We have increased the towns we serve to 9 communities which are Barrington, Durham, Lee, Madbury, Newfields, Newmarket, Northwood, Nottingham and Strafford. Ready Rides will keep seniors and the physically challenged as independent as possible by providing them access to health care. The rides will be provided by volunteers who have gone through a vetting process, and there will be no charge for the bulk of the rides.

Out of 2352 rides that have been provided so far this program year by our drivers, there have been 179 rides provided to Barrington residents. At this time we have 8 vetted drivers from Barrington and 42 registered riders. We are actively searching for more drivers to help complete the requested rides from Barrington. Your help in this endeavor would be greatly appreciated.

We are requesting \$1,500 from each of the communities which we serve. In addition we will be supplemented by fund-raising, grants, and in-kind donations from volunteer drivers, board members, and participating Faith Communities. This money will be used for volunteer driver mileage reimbursement, a coordinator, and costs associated with the program including a phone line, insurance, and mailings.

We believe that there is a great need for this program in our nine towns, and the huge numbers of requests have proven this to be true. Without public transportation, it becomes very difficult to get to medical appointments when persons can no longer drive, therefore making it almost impossible to remain in our towns without help.

Sincerely,

A handwritten signature in cursive script that reads "Meri Schmalz".

Meri Schmalz – Volunteer Drivers Coordinator

Cc: Margie Longus – Resident, Board Member and Vetted Driver
Karen McCullough – Resident, Board Member and Vetted Driver



TOWN OF BARRINGTON, NEW HAMPSHIRE
FY 2017 Parks and Recreation Budget/Line Item Narratives



SUMMARY:

2017 Parks & Recreation Proposed Budget	\$215,418.98
2016 Parks & Recreation Approved Budget	\$209,700.34

2017 OVERVIEW

Salaries: \$128,148.00
 Employee Benefits: \$72,843.00
 E/T Buyout: \$5,300.00
 Operating Costs: \$9,127.98

01-4520-01-0110: Recreation Salary **\$55,653.00**
 This line item represents the Director's Salary

2016 Approved Budget: \$54,155.03
Increase/Decrease: Increase of \$1,497.97

01-4520-01-0111: FT Hourly Wage **\$43,668.00**
 This line item represents the Assistant Director's Hourly Wage

2016 Approved Budget: \$42,225.38
Increase/Decrease: Increase of 1442.62

01-4520-01-0112: PT Hourly Wage **\$28,827.00**
 This line item represents the Administrative Assistant & the Maintenance Person
 Breakdown: Administrative Assistant
 Maintenance Person

2016 Approved Budget: \$28,075.93
Increase/Decrease: Increase of \$751.07

01-4520-01-0113: Seasonal Wage **\$0**
 This line remains the same and 100% recoverable through reimbursable funding from the revolving fund.

2016 Approved Budget: \$0
Increase/Decrease: \$0.00

01-4520-01-0140: Overtime **\$1.00**
 Over time pay for seasonal/PT employees – line is 100% recoverable through reimbursable funding from the revolving fund

2016 Approved Budget: \$1.00
Increase/Decrease: \$0.00

01-4520-01-4155: Employee Benefits **\$72,843.00**
 Employee Benefits

2016 Approved Budget: \$70,620.00
Increase/Decrease: Increase of \$2,223.00

01-4520-01-4154: E/T Buyout **\$5,300.00**
Over time pay for seasonal/PT employees – line is 100% recoverable through reimbursable funding from the revolving fund

2016 Approved Budget: \$5,500.00
Increase/Decrease: Decrease of \$200.00

01-4520-01-4341: Telephone **\$1.00**
This line item represents the office land lines & cell phone.
Breakdown: Bay Ring Communications \$0.00 General Operating Costs Budget
Verizon Cell Phones (3) \$0.00 Revolving Fund

2016 Approved Budget: \$1.00
Increase/Decrease: \$0.00

01-4520-01-4391: Conferences & Training **\$1.00**
This line represents conferences & training provided to staff.
Breakdown: Northern New England's \$0.00 Revolving Fund
National Congress & Expo \$0.00 Revolving Fund Expense
BOOST \$0.00 Revolving Fund Expense
NH State Conference \$0.00 Revolving Fund Expense

2016 Approved Budget: \$1.00
Increase/Decrease: \$0.00

01-4520-01-4394: Contracts **\$1,660.00**
This line represents contracts held between Recreation Department & outside vendor sources
Breakdown: Poland Spring/Crystal Rock \$300.00 Bubbler \$3.45 rental, \$2.39 per bottle, 108 bottles per year
DM Burns Security Yearly Fee \$360.00 Alarm system, \$90.00 per quarter
Constant Contact \$0.00 Revolving Fund Expense
Seacoast Computers \$1,000 Monthly Maint., \$75 per month (13 months)

2016 Approved Budget: \$1,660.00
Increase/Decrease: Increase of \$0.00

01-4520-01-4396: Contracts Facilities Maintenance **\$1,000.00**
This line represents contracts for waste removal & unforeseen maintenance
Breakdown: Miscellaneous Maintenance \$500
Waste Management \$500 dumpster, \$191 per month, 2-3 dumps during summer

2016 Approved Budget: \$1,000
Increase/Decrease: Increase of \$0.00

01-4520-01-4397: Trails Maintenance **\$0.00**

2016 Approved Budget: \$0.00
Increase/Decrease: \$0.00

01-4520-01-4430: Software Security **\$3,906.00**
This line item represents the equipment that cleans the gym floor and a technology upgrade in the office
Breakdown: SCS (maintenance supplies) \$0.00 Revolving Fund Expense
Vermont Systems \$3,906 Yearly Server Software Hosting

2016 Approved Budget: \$3,906.00
Increase/Decrease: Increase of \$0.00

01-4520-01-4550: Printing **\$0.00**
This line items represents miscellaneous printing at an outside source
Breakdown: Outside printing source \$0.00

2016 Approved Budget: \$0.00
Increase/Decrease: \$0.00

01-4520-01-4560: Dues and Fees **\$315.00**

This line item represents the organizations in which the Department belongs

Breakdown: National Recreation & Parks Association \$165.00
NH Parks & Recreation Association \$150.00

2016 Approved Budget: \$325

Increase/Decrease: Decrease of \$10.00

01-4520-01-4620: Office Supplies **\$1,130.00**

This line item represents staples, tape, and miscellaneous expenses

Breakdown: Printer Paper \$500.00 Printer paper, 10-11 cases, \$47.00 per case
Printer Toner \$500.00 Printer toner/waste containers for copier
Staples \$12.98 Standard staples, 2 boxes, \$6.49 per box
Scotch Tape \$21.00 Scotch tape, 12 rolls per case, \$2.001 per case
Miscellaneous expenses \$100.00 Pencils, pens, note pads, etc.

2016 Approved Budget: \$1,130.00

Increase/Decrease: \$0.00

01-4520-01-4625: Postage **\$100.00**

This line item represents the US Mail Postage

2016 Approved Budget: \$100

Increase/Decrease: \$0.00

01-4520-01-4690: Mileage **\$500.00**

This line item represents the mileage for staff personal vehicles (bank & non-program related)

2016 Approved Budget: \$500

Increase/Decrease: \$0.00

01-4520-01-4740: Equipment **\$500.00**

This line item represents office equipment that is necessary to function efficiently.

Breakdown: Office Equipment \$500.00 Desk chair, keyboard, mouse
Copy Machine \$0.00 Revolving Fund Expense

2016 Approved Budget: \$500.00

Increase/Decrease: \$0.00

Budget 2016
as of 9/14/15

Recreation Account #	Account Name	2016 Proposed Budget	2017 Proposed Budget	Increase/Decrease	Comments
01-4520-01-0110	Recreation Salary Director	\$54,155.03	\$55,653.00	\$1,497.97	Grade 22 Step 6 (\$26.95 per hour)
01-4520-01-0111	Recreation- FT Hourly Wage Assistant Director	\$42,225.58	\$43,668.00	\$1,442.62	Grade 18 Step 4
01-4520-01-0112	Recreation- FT Hourly Wage Administrative Assistant Maintenance Person	\$28,075.93	\$28,827.00	\$751.07	\$14.58 per hour - 1300 hours per year \$13.44 per hour - 685 hours per year (19 Step 6)
01-4520-01-0113	Recreation- Seasonal Wage	\$0.00	\$0.00	\$0.00	
01-4520-01-0140	Recreation- Overtime	\$1.00	\$1.00	\$0.00	to pay hourly staff (Asst. Director & Admin) for extra hours during busy seasons
01-4520-01-4155	Recreation- Employee Benefits	\$70,620.00	\$72,843.00	\$2,223.00	Admin. Assist. Director & Director
01-4520-01-4154	Recreation- FT Buyout	\$5,500.00	\$5,500.00	(\$200.00)	Admin. Assist., Director, Director, MAP Site Sup., ASX Site Sup., Disc. Site Sup.
01-4520-01-4341	Recreation- Telephone Verizon Cell Phones (2)	\$1.00	\$1.00	\$0.00	
01-4520-01-4391	Recreation- Conf. & Training	\$1.00	\$1.00	\$0.00	
01-4520-01-4394	Recreation- Contracts Poland Spring/Crystal Rock Water Co. DM Burns Security Constant Contact Seacoast Computers	\$1,660.00 \$300.00 \$360.00 \$0.00 \$1,000.00	\$1,660.00 \$300.00 \$360.00 \$0.00 \$1,000.00	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00	water bubbler - (\$3.45 for rental, \$2.39 per bottle (108 bottles per year) Quarterly cost for alarm system on building (\$90 per quarter, 4 quarters/year) email marketing tool. Moved to Revolving \$300 per year Monthly Maintenance \$75 per month (13 months)
01-4520-01-4396	Recreation- Contracts Facility Maintenance All Door & Lock/Glass Mirror, Inc.	\$1,000.00 \$0.00	\$1,000.00 \$0.00	\$0.00 \$0.00	rekeying of building doors
	Miscellaneous Maintenance Waste Management	\$500.00 \$300.00	\$500.00 \$300.00	\$0.00 \$0.00	unexpected maintenance expenses champer in parking lot (2.61 champer during summer months, \$191 per month)
01-4520-01-4397	Recreation- Trails Maintenance	\$0.00	\$0.00	\$0.00	
01-4520-01-4430	Recreation- Software Security SCS Seacoast Computer Inc. Vermont Systems (Rec. Trac/Server) DM Burns Security	\$3,906.00 \$0.00 \$0.00 \$3,906.00 \$0.00	\$3,906.00 \$0.00 \$0.00 \$3,906.00 \$0.00	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00	Maintenance-supply company moved to Contracts 01-4520-01-4396 Server Yearly Maintenance \$3,906, including webtrac hosting \$100 per year Call-in \$40 per use
01-4520-01-4550	Recreation- Printing Staples/outside sources	\$0.00	\$0.00	\$0.00	miscellaneous printing at staples/outside sources
01-4520-01-4560	Recreation- Dues & Fees NRPA NHRPA	\$325.00 \$175.00 \$150.00	\$325.00 \$175.00 \$150.00	\$0.00 \$0.00 \$0.00	National Association Membership New Hampshire Association (2)
01-4520-01-4620	Recreation- Office Supplies Printing Paper Printer Ink/Toner Staples Scotch Tape Miscellaneous Expenses	\$1,130.00 \$300.00 \$300.00 \$10.00 \$20.00 \$100.00	\$1,133.98 \$300.00 \$300.00 \$12.98 \$21.00 \$100.00	\$3.98 \$0.00 \$0.00 \$2.98 \$1.00 \$0.00	Printer paper (10.64 cases, \$47.00 per case) printer/toner/waste container for copier (included in contract) Standard staples (2 boxes, \$6.49 per box) Scotch tape (12 rolls, \$21.00 per case) Pencils, pens, note pads of paper
01-4520-01-4625	Recreation- Postage	\$100.00	\$100.00	\$0.00	US Mail postage
01-4520-01-4690	Recreation- Mileage	\$500.00	\$500.00	\$0.00	\$.50¢ per mile - staff for use of own vehicles; revolving fund \$3,000
01-4520-01-4740	Recreation- Equipment Office Equipment Printer/copier	\$500.00	\$500.00	\$0.00	moved to revolving fund
01-4520-01-4760	Recreation- CIP	\$0.00	\$0.00	\$0.00	

Total Budget \$209,700.34

\$215,418.98

Budget 2016
as of 9/14/15

2017 Budget Breakdown	
Salaries	\$128,148.00
Benefits	\$72,845.00
E/T Buyout	\$5,300.00
Remaining Operating Costs	\$9,127.98
Total	\$215,418.98

Account Number	Budgeted	Expended	Remaining	Upcoming Expenditures	Date of Expenditure	Comment	Additional Comments
01-4520-01-4394	Recreation- Contracts Poland Spring/Crystal Rock Water Co. DM Burns Security Seacoast Computers	\$1,660.00 \$300.00 \$860.00 \$100.00	\$376.86 \$1,283.14	\$376.00 \$61.00 \$90.00 \$225.00	Dec-16 Dec-16 Dec-16 Dec-16	21 bottles/plus 3 months of rental Quarterly cost for alarm system on building (\$50 per quarter) if computer issues arise	water bubbler - \$3.45 for rental, \$2.39 per bottle (2 bottles per week) Monthly Maintenance \$75 per month (13 months)
01-4520-01-4386	Recreation- Contracts Facility Maintenance Miscellaneous Maintenance Waste Management	\$1,000.00 \$2,400.00 \$382.00	\$0.00 \$1,000.00	\$1,000.00 \$618.00 \$382.00	16-Dec Dec-16 Dec-16	Adjustment needs to occur	unexpected maintenance expenses dumpster in parking lot \$191 per month
01-4520-01-4560	Recreation- Dues & Fees NRPA NRPA	\$225.00 \$175.00 \$150.00	\$165.00 \$165.00 \$160.00	\$160.00 \$0.00 \$160.00	Nov-16 Nov-16	yearly membership yearly membership	National Association Membership New Hampshire Association
01-4520-01-4620	Recreation- Office Supplies Printing Paper Printer Ink/Toner Staples Scotch Tape Miscellaneous Expenses	\$1,130.00 \$500.00 \$500.00 \$10.00 \$20.00 \$100.00	\$0.00 \$1,130.00	\$1,130.00	Dec-16		Department materials printer/toner for copier 2 boxes of standard staples 2 boxes of tape (3 rolls per box) misc.
01-4520-01-4680	Recreation- Mileage	\$500.00	\$0.00 \$500.00	\$500.00	Dec-16		.50¢ per mile - staff for use of own vehicles/revolving fund \$3,000
01-4520-01-4740	Recreation- Equipment Office Equipment Printer/Copier	\$500.00	\$0.00 \$500.00	\$500.00	Dec-16		moved to revolving fund buying atleast 7 office chairs
01-4520-01-4154	Recreation-EIT Buyout Recreation Director Assistant Director Administrative Assistant	\$500 3658.33	1841.67 3658.33	\$3,300.00 \$1,650.00 \$1,650.00 \$0.00	Dec-16		

\$5,141.67

DEPARTMENT OVERVIEW: LIBRARY

FUNCTION:

The library's charge is outlined in statute (RSA 202-A) and overseen by Library Trustees who are elected by the voters. Through the full-time Library Director and full time Children's Librarian/Assistant Director, plus 3 part-time staff members, and 2 Library Circulation Desk Clerks, the department serves an average of 188 people per day that we are open. In 2015, we had 10,334 people attend programs, from children through adults. Services provided to the community include computer and web access (8,082 people logged into the public computers in 2015 and many accessed our wireless Internet connection via their own laptops), outreach programs for youth and teens, summer reading programs, story time, author visits, adult art & crafting workshops, history & genealogy programs, natural history & wildlife programs, exam proctoring, museum passes, notary services, homebound book delivery, book delivery to the schools in town, and meeting space. We provide important family activities such as performers, STEAM related activities, and literacy building programs for all ages as well as a location for groups such as the Barrington Bloomers and other committees to meet.

The library also participates in the inter-library loan program helping to get our patrons materials we cannot afford to purchase, and loaning to other libraries as a reciprocal service. We are one of the busiest libraries in the state for ILL services. We are circulating 88,054 items yearly as of 2015. In 2016 we have 3,865 registered patrons as of July 1st (about 45% of the population, and children under age 5 using the library are NOT counted in this number as they don't get cards until after that age) and our people counter noted 46,595 visits by citizens in 2015. We also provide downloadable materials such as e-books and audio books (8,528 items in 2015) Last year, at least 50% of registered card holders checked out items, and many more who did not check out materials, utilized program services, tech help, and public computers/wireless access.

With increasing demands for greater inventory, services, and meeting space, the library struggles to provide the level of service and materials requested by the community in the current facility. The library also plays an important role in providing access and information about Barrington and other local services for the community. Most recently, we have seen an increase in our program attendance and the requests for further adult educational opportunities, such as art classes, computer classes, and history/genealogy assistance. We are also utilized by many people wishing to file taxes online that don't have access at home and are being utilized by the ECLC & new full day Kindergarten on a regular basis as a library resource for their students. Each kindergarten class comes weekly for story time and book selection. We provide

ltpile copies of books for middle school book groups, have our tech librarian teach students to utilize e-readers and downloadable books, and do school visits to inform children of statewide reading lists.

The library serves as the hub of the community, where people can meet, get to know one another, educate themselves and their families, and come together to discuss a wide array of topics.

Name	Population	Circulations	Per Capita	Hour Open Per Week	Sq. Footage of Library
Weare	8836	36,177	\$21.93	37	5,536
Seabrook	8768	41,993	\$57.16	42.5	19,000
Barrington	8759	88,054	\$34.27	49	3,740
Hampstead	8547	85,262	\$56.16	52	15,000
Franklin	8469	27,279	\$34.57	44	8,750
Northfield/Hall	8025	69,381	\$32.16	47.5	7,200

The above libraries have close populations to our own at this time. As you can see, our \$34.27 per capita budget for 2017 is well within the range of all these communities serving the same size populations (or larger in some cases) and we are circulating more items by far and have open hours that rival libraries with much larger budgets. If you look at a budget as a means to provide service, our incredible circulation stats show that our budget is serving a large contingent of the Town for very little money. (Stats from the 2015 Library Statistics Survey. 8759 Population for Barrington to Come Up with Per Capita Figure. Based Upon NH Office of State Planning Estimated Population for Barrington.

Many online databases we provide are currently provided by the State Library through Federal monies. Should funding be cut at the state level we would have to pick up costs for those databases we wish to keep.

Thus far, for 2017, it looks like the ones we have currently will continue to be supported by the State. Our downloadable books consortium fee will increase and we are looking into further ways to expand digital collections/download/streaming services for content to patrons in the future.

In recent years, we have struggled to get staffing up to par. We feel we finally have a reasonable amount of help and must now focus on areas we have put aside each year in order to fund those staffing increases. We are focusing on increasing budget lines that directly affect what we can provide to patrons, such as materials, download services, programs, and space needs.

Barrington Public Library 2017 Vision/Mission/Goals Statement

Mission Statement

The Barrington Public Library provides equal opportunity for everyone to access, share, and create information. As a welcoming and inclusive community center, we connect our citizens to educational, recreational, and technological resources that enhance their lives. Freedom of speech, freedom of information, and the right to privacy are cornerstone principles for all library policies, programs, and services.

Vision Statement Barrington Public Library

The vision of the Barrington Public Library is to provide current materials in a variety of formats, services, programs, and current technologies to meet the educational, informational, and recreational needs of community members of all ages. The library especially recognizes its role as the first place where the children of Barrington develop basic literacy skills with their families and strives to support and enhance school based learning through innovative and interesting before and after school programs geared for this demographic.

The library will provide a space that is suited to multiple citizens pursuing learning and recreational reading simultaneously, as well as areas for meetings and programs that foster literacy, community, and civic discourse. The Barrington Public Library is the learning center of our community and the place people turn to for the discovery of ideas, the joy of reading and the power of information. We offer opportunities for a collaborative work space where innovation and sharing ideas can thrive. Community needs drive our services and we take a personal interest in insuring that they are delivered in a welcoming, convenient and responsive manner.

The library will provide sufficient service hours and qualified staff to serve community needs and reaches beyond its own resources to gain access to materials and programs that we cannot provide within our budget. We partner with other organizations for the same purposes, thus building cooperative ties that benefit our community at large. The Barrington Public Library is dedicated to making the Town of Barrington a rewarding, attractive, and pleasant place in which to live, work, and visit.

Service Goals: 2017

The library will strive to meet the needs of all citizens, but the following goals have been chosen as focal points for service over the next year in response to community demographics, current use patterns, and community requests for more programming, materials, and services in the noted areas. Services to adults will focus on materials collection and tech support services as well as programming, while services for children will encompass a variety of programs for both preschoolers and those of school age. These goals are geared to maximize our effect with limited staff and funds.

- Serve as the **Preschoolers Door to Learning**
- Provide Information on **Current Topics** and Provide **Current Titles in A Variety of Formats**
- Serve as a **Community Commons** and Build Strong Community Partnerships
- Serve as the center for **Lifelong Learning** in the Community
- Provide a **safe, clean, and appealing** work environment and library space for the community

Objectives

Both short and long-term objectives required for meeting goals are set forth below to keep the library working effectively and with focus on achieving the intended outcome.

Goal 1: Serve as the Preschoolers Door to Learning & A Resource for Families

Objectives:

- Increase the number of lap sit and story times from 4 per week to 5 when necessary to meet demand and avoid wait lists.
- Provide a summer reading program that includes books, programming, and incentives for approx 300-400 participants. Circulation goes up 25-30% and the number of children/teens visiting rises approx. 50% from June-August. **(Fund yearly online SRP Module fee & programs)**
- Ensure suitable desk coverage during summer months to also serve the Summer Camp Program run by the Rec. Dept. with reading times for campers and room space for movies. **(Utilize Technology Assistant for 5 extra hours per week in this time frame)**
- Maintain our collection of picture books, phonics readers, preschool console games, and book and CD sets for young children. Allow enough funds to get current items being published which parents are requesting.
- Maintain the number of outreach visits to local preschools (3 per month).
- Provide sufficient devices and services to meet the growing needs of digital materials for families. **(Increase funding for further digital download programs and upgrade tablet devices to meet current technology...maintain Hoopla as access for families online to movies, music, & books.)**
- Work closely with the ECLC & Barrington kindergarten to provide resources to students. The full day Kindergarten has requested visits by all Kindergarteners; they do not have a library and therefore we will be working with them to provide library services daily. Every Kindergarten class will come once a week for story time and selecting materials. **(Maintain funding for materials for this age group)**
- Provide more **STEAM (Science, technology, engineering, arts, and math)** related after-school and summer activities, and materials. LEGO engineering Club and STEAM Creation workshops at Middle School and in the Library & LEGO Club for ages 5-9. **(Increase programs budget for needed program supplies and materials budget for creation kits for the collection)**

Goal 2: Provide Quick & Easy Access to Information on Current Topics, Titles, & Trained Staff to Answer Reference Questions

Objectives:

- Provide training (funds to assist in courses/certifications) for one part-time staff member on technology and networking in order to help him in his position of responsibility for technology and training for staff/ patrons. **(2017 Maintain Training Line)**
- Maintain number of non-fiction and fiction bestseller titles purchased; this cuts down on already high Inter-Library Loan requests Continue access to a digital magazine service that provides current issues of popular titles. **(Maintain digital materials line)**
- Maintain the online circulation system, software, and services which allow patron access to the collection. **(2017 contract fees)**
- Minimize the number of days patrons must wait for new titles through purchasing multiple copies. (Less than 1 month wait)
- Maintain access to our popular digital service for e-books and downloadable audio books. **(add funds for Overdrive access increases 2017 to digital materials line)**
- Weed out-of-date & non-circulating materials from fiction and non-fiction areas to allow for new topics/books/space. **(approx. 1,000 titles year)**
- Provide staff and public training on new technologies and materials through attendance at conferences and seminars, and in-house training of staff by Library Technology Assistant as needed.
- Maintain the current access to databases such as Ancestry, Heritage Quest and Ebscohost and add funds for new language learning and legal forms databases. **(Contract fees 2017)**
- Provide displays concerning current topics, highlighting library resources and online information.
- Update and maintain the reference resources pages on the website including adding further technology training modules to the tech page.
- Continue to survey patrons concerning new formats and what types of items they wish to see in the collection. **(2017 survey on materials, we did one in 2016 on computer training desired)**

Goal 3: Serve as a Community Commons and Build Strong Community Partnerships

Objectives:

- Provide up-to-date information on Town events, meetings, and issues via website calendar and postings.
- Work with other local non-profits like the Conservation Commission & Historical Society to bring in innovative programs.
- Provide resources for genealogical and town historical information by keeping Ancestry and Heritage Quest databases available and begin work on developing a local database of Barrington vital records not found on other online resources.
- Provide community bulletin board space.
- Meet demand for use of the meeting space by local groups for discussions, meetings, and town business.
- Keep people informed through e-mail newsletters, Face book, Twitter, news in Rochester Times and Foster's Daily Democrat. Increase print PR methods such as flyers in local businesses/outdoor signs to inform more citizens of offerings. Schedule staff time to visit town events and hand out informational materials on library services.
- Be able to serve the large number of people visiting the library in a timely manner. **(Under 5 minute wait for services)**
- Library workers and Trustees will participate in collaborative efforts with other town agencies. (David yearly acts as a judge at BES invention fair...more like this to create stronger bonds between departments)
- Host more community competitions like the Gingerbread House and new Peeps contest to bring out creativity in the community and share fun experiences.
- Provide an enriching environment for teens during after school hours through scheduled events, ample materials for browsing, and drop-in activities or volunteer opportunities by maintaining our teen book group and summer volunteer program. Provide further technology opportunities for teens with Maker Space activities and access to public PCs/training from staff. Provide after school activities at BMS, run by library staff, so students who cannot get here can participate.
- Maintain **suitably staffed** evening hours for commuters and groups wishing to meet.
- Work with the food pantry to provide free books to families in need in Christmas baskets yearly. Add a box of books in the pantry we fill with donations periodically.
- Maintain the home delivery program to shut-ins by PR to Meals on Wheels and volunteer help. Maintain the delivery service to school via volunteers and staff time processing requests.

Goal 4: Serve as the center for Lifelong learning in the Community

Objectives:

- Provide up-to-date reference materials **and digital access to online reference resources** as well as updated non-fiction titles in a wide-variety of subjects:
- Provide enough computers to meet the demands of students, job seekers, and recreational use patrons **(6 stations/1 Laptop)**
- Provide staff training in reference services through State Library courses and in-house training. (1-2 per year)
- Provide adequate staff to help students with research during after-school hours (3-4 staff to cover desk, research, and office)
- Increase awareness about our online reference services by offering training classes for the public, and staff doing one on one help.
- Produce information sheets, listing print and online resources, on topics for school reports and adult inquiries as requested.
- Maintain the teen summer reading program and teen book group programs; interlibrary loan staff member to assist middle school book groups to obtain suitable numbers of copies.
- Continue our new adult arts and craft program modules. One a month. Locate residents willing to share skills to help defray instructor costs for some modules. **(Maintain programming budget 2017 to cover costs)**
- Work with the Friends of the Library and other local groups to provide seminars and occasional special events to the adult public in town at least 6 times a year.

- Provide computer classes for townspeople on a wide variety of devices and platforms.
- Visit teacher's meetings to get them all cards and show them the resources they have access to at the library (yearly)
- Continue school visits for the Summer Reading Program. (Yearly)
- Provide training to the public on the use of the library's electronic resources and E-Readers (one on one as needed)
- Purchase curriculum supporting materials as needed to help students meet the demands of school projects.
- Provide speakers as the community expresses interest in topics (NHHC Grants applied for 2 times a year)
- Provide resources to those seeking GED & HiSet information and new adult readers seeking materials.
- Provide assistance in locating scholarships and grants, and doing research into colleges for teens.
- Provide exam proctoring services for those taking online courses.

Goal 5: Provide a safe, clean, appealing, and accessible work and library space for the community

Objectives:

- **Work with the town and new Library Foundation to develop plans for a new, larger, library facility.**
- Maintain the current library gardens by weeding 2 times a year & having a spring and fall clean up. Utilize volunteers when possible to defray costs and build community support.
- Weed collections and organize yearly to ensure patrons with mobility issues can navigate our building even with our crowded stacks.

The Barrington Public Library will provide:

- The information community members need to succeed at work, school, and in their personal lives
- Reading, viewing, listening materials, and programs that stimulate thinking and improve the quality of leisure time.
- Outreach services that foster the love of reading and learning, and focus on under-served populations.
- Electronic access to information and computers for public use as well as training materials and programs in the use and evaluation of these technologies for the purpose of research and communication in the modern world. Provides wireless hotspot access as well. **(Continue funding our technology capital reserve fund at \$3,000 this year)**
- A community meeting place and center for local information and services. **(Continue exploring building options for a larger facility in the coming year.)**
- Programming that meets the needs of Barrington's large family population, including preschool activities, programs for children and young adults, and family oriented materials, including home school resources. **(Maintain Programming Budget)**
- Knowledgeable staff with sufficient working hours to meet the needs of current programming and the office work related to providing books and services to the community. **(Staffing to Remain stable in 2017)**

The Library Helps the Town Meet the Goals Set by the Selectmen: Quotes from the Town Mission Statement

"We seek to shape a future that values our past, preserves our natural and human resources while working together with the public toward a bright economic and community-oriented lifestyle through quality education and the provision of effective governmental services that characterize a healthy, dynamic community."

- The library provides support by highlighting and housing local collections, genealogy information, and hosting events that focus on local history, authors, and conservation issues. It works to provide resources to support economic growth with literature for small business owners on taxes, business plans, and other related topics, as well as assisting job seekers with a jobs board, Internet access for job searches, resume building software, and assistance from trained staff in all these areas. We also support those who are applying for unemployment, seeking job training opportunities, and we provide a place for teens and adults to get job experience as volunteers. We support a community oriented lifestyle by providing programs of local interest, space for local groups to meet, story hours that bring families together, and opportunities for people to discuss local issues. We support education by providing early learning opportunities for preschool age children, programs for school age children during after school hours, as well as adult education opportunities through technology training, seminars, and classes in various topics. We are happy to partner with the local schools as a library resource, especially the ECLC and Kindergarten where no library is located within the school. This saves Barrington money in the long run as the schools do not need to build and staff a library in the ECLC. We support a healthy community by providing CPR courses, First Aid, and Babysitting courses as well as assistance with programs such as the ACA and other programs which citizens require help navigating. This year we expanded and provided courses geared towards relaxation and stress reduction such as meditative drawing and meditation/mindfulness workshops.

"Overseeing a friendly, cost-effective, efficient government that promotes public safety, wise preservation and development of the social and natural environment, maintenance and development of infrastructure, and support for community services that assure quality of life."

- The library consistently provides a friendly face and welcoming service that highlights how much help municipally funded services can be to the public. When citizens ask what they get for their taxes, we can point to a wide array of resources they have access to here that can make their life easier and more cost efficient. We promote public safety by providing a place for children during after school hours as well as a place where people come during power outages, Internet outages, and other disasters where heat and electricity in their own homes are interrupted. We also provide information on Town services that can assist them during these times. We developed and provided a welcome packet for new residents to Town offices this year.

The library is a service that assures quality of life for many of our citizens and it provides this in an exceptionally cost-effective manner. We circulate more items, provide more programs, and are open more hours than many town libraries our size that have much larger budgets.

Library-Salary	59654	58044.41	3%	35807.7	58044
Library-FT Hourly Wages	37540	36535.51	3%	24527.19	36535
Library-PT Hourly Wages	85537	82440.42	4%	55945.86	82840
Library-PT Custodial	7121	7048.64	1%	4141.49	6648
Library-E/T Buyout	5000	5500	-9%	2403.62	3000
Library-Employee Benefits	64390	62654	3%	44565.09	62654
Library-Telephone	1	1		0	0
Library-Conferences & Training	1950	1950		645	1900
Library-Contracts-Audio-Visual Co-Op	6902	7794	-11%	4715.3	7794
Library-Security System	644	644		333	644
Library-Equipment Maintenance	1000	1000		629.15	1000
Library-Building Maintenance	2000	2000		935.59	1800
Library-Advertising/Public Relations	350	300	17%	304.94	310
Library-Postage	246	184	34%	121.95	184
Library-Book Maint	750	750		535.55	775
Library-Periodicals	500	600	-17%	544.65	704.15
Library-Books & Multi-media	18000	18000		11260.89	18000
Library-Program Expenses	2500	2500		1240.07	2500
Library-Operating Supplies	2800	2800		1189.87	2500
Library-Mileage & Expenses	600	600		224.5	400
Library-Capital Equipment	1	1		0	0
Library-Technology	500	620	-19%	286.44	500
Library-Digital Materials (new line moved funds from contracts)	2242	0	100%	0	0
Library Total	300228	291966.88	2.7%	19357.85	288792.15

2017 Library Budget (Library Trustee Approved Budget)
This budget has 1% COLA and Step Increases at 1.75%.

01-4550-01-110 Librarian Salary (salaried position) \$59,654.00

(Amy) All Pay lines based on the current wage scale, with 52 pay periods: Grade 22 Step Nine/Ten \$28.11 for 14 weeks and \$28.89 for 38 weeks. Covers 2080 Hrs this year and any extra time worked. (Salaried) The Director performs all administrative duties, selection and weeding, ordering, adult program planning, and all duties as requested by the Library Trustees.

Rate of Change: +1,609.99

01-4550-01-0111 Full-Time Hourly Wages (Assistant Director /Children's YA Librarian) \$37,540.00

(Wendy): Grade 14 Step 7/8 \$17.69 for 14 weeks and \$18.18 for 38 weeks (2080 Hrs this year) Wendy does all story hours per week, including special ones for the ECLC, Kindergarten, and local daycares, and she is also responsible for running our school-age and teen programming. She provides book talks to the schools for statewide awards, and helps with selection of materials and weeding of the children's area. Wendy is also acting as the Assistant Director.

Rate of Change: +1,004.49

01-4550-01-0113 Custodial/Handyman \$7,121.00

This will cover the library custodian/handyman (Luke) for 572 Hours this Year at Grade 9 Step 1/2 \$12.20 for 14 weeks and \$12.54 for 38 weeks. This person will be solely responsible for daily cleaning, maintenance, and handyman work done in the library. These funds may also be used to hire an outside custodial service should we lose our custodian and need someone to fill in until a new employee can be hired.

Rate of Change: +72.00

01-4550-01-0112 Part-Time Hourly Wages \$ 85,537.00

This line will cover the positions of (plus vacation Hours):

Library Assistant: Interlibrary Loan (Heather 1300 Hrs Yr): Grade 9 Step 3/4 \$12.63 for 14 weeks and \$12.98 for 38 weeks @ 25 Hrs/Wk = \$16,751.50

Library Clerk: Processing (Tess 1300 Hrs Yr): Grade 8 Step 3/4 \$11.97 for 14 weeks and \$12.30 for 38 weeks @ 25 Hrs/Wk = \$15,874.50

Library Assistant: Technology & Circulation Systems – (Dave 1808 Hrs Yr): Grade 11 Step 2/3 \$13.82 for 14 weeks (476 Hours) and \$14.20 for 38 weeks (1332 Hours) = \$25,493.00

Library Circulation Desk Clerks:

(Michele) 1404 hrs per year Grade 5 step 2/3 \$10.02 for 14 weeks and \$10.30 for 38 weeks (27 Hrs Wk) = \$14,355.36

(Joy) 1170 Hours per year Grade 5 Step 2/3 \$10.02 for 14 weeks and \$10.30 for 38 weeks (22.5 Hrs Wk) = \$11,962.80

Hours for Vacations/Sickness-100 Hrs for the year @ \$11.00/Hr=\$1,100.00

Hours needed to fill in with another employee when someone calls in sick or goes on vacation so we are not short-staffed during heavy patron use. Since part-time staff are taking more vacation time and cashing in less time, I used all of this coverage money by June. Need to increase in order to cover remaining 6 months.

Rate of Change for All PT Staff: +3,097.00

01-4550-01-4155 Benefits \$64,390.00

Pays all benefits for library employees. Number from John Scruton.

Rate of Change: +1,736.00

01-4550-4154 Earned Time \$5,000.00

Covers cash-in of Earned Time by library employees. Staff was polled about what they expect to cash in next year. This number, plus 25% buffer (in case folks who said none change their minds mid-year) is what is budgeted here.

Rate of Change: -500.00

2017 Staffing Total with Wages, Benefits, Sick Hours & ET Bank: \$259,242.00

Total staffing Increase over 2016 Budget: +\$7,019.00 (2.71% Increase)

01-4550-01-4341 Telephone & Cable Modem \$1.00

VOIP through the town covers all phone costs. Funds just to keep the line open in case phone configuration changes and we need to budget in here again. The Town pays \$64.95 per month from the admin line for the Internet Connection to the library. Another free line provided to the library is used to provide VOIP connection to the Recreation Department. This gives sufficient signal to both departments for phone services; the free line can't handle all the traffic of phones (and data for the library) for both departments.

Rate of Change: \$0

1-4550-01-4391 Conferences & Training \$1,950.00

\$150.00 for NH Library Association dues for the Director, children's librarian, and 1 Library Assistant. \$100 covers conference attendance for the children's librarian for 2 conferences per year. \$400 for the Director to attend the New England Library Association Conference (includes fees and hotel) for conference. \$975.00 to assist in training the current Library Assistant in technology and networking for job related tasks. Would cover ½ the cost of 3 college level classes in IT and information security. Other employees will do free training classes via the State Library or at conferences. \$325.00 for Trustee Training.

Rate of Change: +0

01-4550-01-4394 Contracts \$6,902.00

(\$1590)Yearly hosting and tech support fee for our Atrium circulation system and EZCat cataloging module. **(\$750.00)** Annual hosting agreement for the library web page and online events registration module under Piper Mountain Webs. Includes hosting, support, adding pages, and tech help/training for staff updating the site, and e-mail hosting. **(\$300)** Covers our yearly fee to belong to the SILC Cooperative that provides a rotating supply of DVD and audio books. This collection is a good resource to extend our collection. The Director is the purchaser for the coop (using coop funds) so we make sure the co-op has items we do not own in our collection. **(\$1550)**. Money to cover the third year of a 60-month lease for our networked copier with color and fax capability. **(\$750)** Provide access to Ancestry Library Edition & Heritage Quest databases, very popular genealogy research databases. **(\$338)** for movie licensing agreements that allow us to show films in the library, and for campers at the summer program to watch films here or in the Rec. Dept. area of the building. Yearly **\$314.00** support fee for our summer reading program software. **\$120** yearly fee for our staff scheduling software called Schedule Base; this allows staff to check schedules from home, mobile devices, etc. and allows the Director to more easily shift schedules. **New Services:** We are trying to add 1 or 2 new digital services each year over the coming years to meet the demands of a population that wants access to information 24/7. This year, we want to add an online language learning program called Pronunciator **(\$495)** which we got last year as a one year free trial and patrons gave it good reviews. The other is a tool for citizens to access online legal forms and information that can be modified to meet their needs called Gale LegalForms. **(\$695)**

Rate of Change: -892.00 (Shifted Overdrive to a newly developed line for digital materials)

01-4550-01-4742 Digital Materials \$2,242.00

OverDrive cooperative dues; provides our patrons with access to borrow hundreds of audio books to download to their computers, MP3 players, or burn to CD to listen to in the car. Service includes downloadable e-books and magazines as well. **(\$2,242.00)** year; formula based partially on size of town and partially on actual usage. Additional funds **(\$141.00)** covers our increased usage from the previous year. Our use is very high for a town our size. In 2016, we are averaging about 771 check outs per month (up from 709 last year). We decided to create a separate digital materials line this year to clearly show electronic access to materials is now, and will be in the future, a way for citizens to access materials. This line will grow as we add further services the community can access 24/7. Currently, circulation of digital materials is approx. 10% of overall circulation. 2017 will be year #2 in a trial of Hoopla, a service that provides patrons with streaming movies, music, comics, audiobooks, and e-books. It is being paid by a donation from a private donor along with funds from the Friends group and monies from library fines/fees. Approx. \$1,800 for the year; this service may be added in future budgets should it be popular.

Rate of Change: +2,242.00 (Most shifted from contracts line)

01-4550-01-4396 Security System \$644.00

Covers our yearly fee to have our alarm hooked up to CMS (\$444) Funds to replace the batteries as needed (\$200).

Rate of Change: +0

01-4550-01-4430 Equipment Maintenance \$1000.00

Overage costs for our color copier (\$300). Includes (\$400) for emergency repairs to printers, carts, or other equipment (circulating telescope/kits/devices), as well as buffer wheels annually for our DVD cleaner (\$300). We need to be prepared for repairs to existing equipment. Includes repairs to fire alarm system when needed.

Rate of Change: +0

01-4550-01-4431 Library Building Maintenance/Interior Repairs \$2,000.00

This will purchase cleaning supplies, equipment, paint and light bulbs plus any other repair items needed, or emergency repairs to items such as fixtures. Also includes buffing/waxing floors and cleaning carpets yearly. (\$1300) Garden maintenance/landscaping (\$700). This is only a portion of the cost to landscape, includes mulch and woodchips and some labor to lay these down.

Rate of Change: +0

The library will pay approx. \$400 from fee income to cover weeding and labor costs. The gardener also gives us a discounted labor rate. We also ask for help from the local garden club and organizations to weed, rake, etc.

01-4550-01-4570 Advertising/Public Relations \$350

Covers ads to locate new employee candidates (Craig's List), materials such as bookmarks, brochures, and posters to promote services and events as well as PR items such as swinger signs or letters for those signs to promote events. We do a lot of in-house production of such materials but sometimes we need to purchase specific bookmarks to support statewide lists, national events, and digital services. We are trying to reach citizens with more handouts around town and attending events to give out materials with our address and website. We have fully expended this line by June this year. We need to make sure can do PR throughout the year so we added a small amount to keep up.

Other Payment Sources: We began using a free e-newsletter service (value of \$300) last year to free up Friends of the Library money for other things; they support magnets with library hours (\$250) and Stonewall Surveying did bookmarks with hours (\$100), saving the Town \$350 a year. Friends group also supported giveaways for a new program called "1,000 Books Before Kindergarten" for \$250.00 and \$50.00 for giveaways at Trunk or Treat, saving another \$300.00.

Rate of Change: +50

01-4550-01-4625 Postage \$246

Covers the cost of sending out bills, packages, or letters that the library needs to mail. Allows us 3 rolls of stamps a year and we added Prime through Amazon this year to save on shipping costs, and, they started "withholding" new releases unless you had Prime. We also get items faster when replacing items. (2 day shipping).

Other Sources of Funding: We ask for stamps every year from our "Giving Tree" during the holidays and usually get 1-2 rolls to help out saving the Town \$49-98.00 a year so we budgeted for one roll less this year.

Rate of Change: +62.00

01-4550-01-4632 Book/Collection Maintenance \$750

Money used to pay for the B&T service which sends books pre-covered/laminated. This also covers maintenance of our growing DVD/CD collection. Our DVD cleaning machine fixes about 50-70% of damaged items but it does require supplies (solutions, etc). Repairing is far cheaper than replacing the many DVDs and CDs that are used. **Other Payment**

Sources: The library will pay about \$350.00 over this budgeted \$750.00 to care for the collection. These funds to come from Fax & Copy fees charged to patrons.

Rate of Change: +\$0

01-4550-01-4671 Periodicals \$500.00

Total cost of current subscriptions is \$1,919.50. **\$500 will be donated by the Friends Group. Another \$1,066.00 is currently from private donors who have adopted subscriptions or donate copies of magazines directly to us.** This amount is not stable and may go down year to year. We are budgeting for the \$363.50 left uncovered by donations plus \$136.50 in case some of the past donors do not renew. We need to leave this buffer in order to maintain current subscriptions if donors decide not to continue as we have seen them do in the past.

Rate of Change: -100.00

01-4550-01-4680 Books & Multi-Media \$18,000

This covers books, audio books, videos, DVD, music sets, and computer software for loan to the general public. The majority of this money is spent on books; most of our audio/video collection has historically been purchased through

income from fines and book sales. High demand is steady over the past few years in these areas. We use vendors who give us up to 40-45% discounts on many materials, but lesser discounts are offered on library bound materials which we need when purchasing high circulation titles.

Anticipated Income from fines/fees & book sale that will be used to purchase the majority of the audio/visual materials added to the collection, replace items lost or damaged by patrons, and purchase additional books . (\$10,000). This is an estimate based upon income from the first 6 months of 2016; The library has been supplementing the tax funded monies in past years in this manner, making the current collection possible. **RSA 202-A: 11 All money received from fines and payments for lost or damaged books or for the support of a library in another city or town under contract to furnish library service to such town or city, shall be used for general repairs and upgrading, and for the purchase of books, supplies and income-generating equipment, shall be held in a non-lapsing separate fund and shall be in addition to the appropriation.**

Rate of Change: +0

01-4550-01-4682 Program Expenses \$2,500

Covers all adult, young adult, and children's programming expenses including story time supplies, summer reading supplies for over 350 children (teens and adults), and artists performance costs. Increasing population and patron base is creating more demand for programs and high attendance rates at those we do offer. Our programming number for children and adults grows each year. We continue to write grants to cover any costs above this town funded line. Please see the attached sheet listing the programs we offered in 2016 thus far. We have actually seen programming attendance rise even more than circulation stats. People are interested in the ability to access workshops, arts classes, health courses, children's programs, etc. This an area we would like to expand in further to meet demands.

Rate of Change: +0

Other Payment Sources: The library will use about \$2,000 over this town funded amount to provide the programs currently offered. These funds will come from Grants (if available), the Friends of the Library, and from fees collected for out-of-town cards and replacement fees for lost cards. The Friends of the Library also donate \$300 per year so we can provide a pass for the Children's Museum in Dover as part of our programming. In 2011 they also began a museum reimbursement program of up to \$500 so patrons can visit other NE Museums. We also have most of our summer reading prizes donated by local people and businesses so this does not have to come from tax funding.

01-4550-01-4683 Operating Supplies \$2,800.00

This covers all office supplies, book covers, audio book and video cases, book laminate, binders for DVDS, toner, ink, book barcodes, and patron library card supplies, spine labels, register receipt paper, circulation receipt paper, ratings and genre stickers, typewriter ribbons etc. used on a daily basis. This includes 2 inkjet printers, one for office and one for public.

Other Sources of Funding: The library is able to supplement this line because we have been recycling donated ink cartridges through Staples and using that to purchase about \$800.00 per year of supply costs not included in the above requested town funding.

Rate of Change: +0

01-4550-01-4690 Mileage & Expenses \$600.00

This covers all mileage accrued by staff going to conferences and training as well as mileage for doing library errands such as delivering books to shut-ins, making bank or post office runs, getting needed supplies, or visiting local schools. Also covers quarterly SILC cooperative meetings to get our fresh supply of audio/video, attending State consortium meetings, and training sessions.

Rate of Change: +0

01-4550-01-4740 Capital Equipment \$1.00

No capital expenditures this year. We could use more space for items in most areas but simply have few options for cheap ways to do this within the existing building. If we are in this building for more than another 2 years, we will have to spend some significant funds (my estimate is \$20,000) purchasing more wall-mounted shelving units, and, extending existing 2-4 shelf high units to 4-6 shelf high shelving units. This is not the optimal solution as it makes books for children too high to reach and causes poor sight lines within the building; therefore, we will wait as long as possible to

institute this solution in the hopes a new facility can be planned and executed. \$1.00 to keep the line in our budget for future use.

Rate of Change: +0

Technology \$500

\$500 for unexpected hardware failure or technology support from Back Bay Networks in an emergency (this is NOT a pre-paid contract with Back Bay... just funds in case we have problems with hard drives, mother boards, power supplies, networking issues etc. on any of the older systems we have). This would assist us in networking issues or sudden hardware failure of any kind from computers to routers to battery backups. All other technology expenses this year will come from the technology fund set up via warrant article. See the attached technology plan for more detail on technology plans and budget.

Rate of Change: -120.00

Total Operating Budget (Not Staff): \$40,986.00

Budget 2016: \$291,966.98

Budget 2017: \$300,228.00

Total Increase: \$8,261.02

2.82% increase over last year's budget.

digital Material \$2265

Warrant Request: \$3,000 to be added to the library technology capital reserve fund.

Saved yearly towards major expenses; we have 6 staff PC's that should be upgraded by the 2018 budget year so funds can be saved towards that major project. See attached technology plan for further detail.

Narrative of Savings & Fundraising

- We utilize volunteer labor whenever we can. We have teen volunteers scheduled all summer and we average 5-7 regular volunteers who come in weekly throughout the year. (In 2015 we had \$5,200.00 worth of volunteer minimum wage labor) and the Friends group donated 375 hours doing projects to raise money that the library taps into yearly.
- We are utilizing current library staff more to keep technology costs down. A staff member is always used before we go to a paid service provider for assistance, and we use volunteer help when available.
- Our garden maintenance company has donated hundreds of dollars worth of labor to maintain the gardens. They charge us less than most clients per hour and they donate their time to get items done. The Garden Club, UNH students & Turbo Cam employees have been used to weed and rake.
- We write grants to augment our programming line. (In 2016 we have already gotten grants and cash donations totaling approx. \$2,550.00) This surpasses our budgeted program line amount of \$2,500. For programming we usually match in donations and grants what we have in our budget line, so this line can remain low while still providing more programs for the community.
- We seek out local talent who can provide FREE workshops to residents.
- We have begun putting out a donation can at programs so patrons can donate towards defraying costs.
- We recycle whatever we can for office use and for crafting projects with the kids.
- In conjunction with the Friends group, we hold fundraisers such as book sales, the annual Plant sale, and the Just Desserts fundraiser to help make money for services.
- A new Foundation is forming this year for the library, whose main goal is to raise funds towards a new library building. They have already raised over \$4,000 with one fundraiser.
- We recycle ink cartridges for Staples credit to bring in more funds that are used to keep our operating supplies budget from increasing too much. In 2016, thus far, we have offset costs by \$360 using these recycling rewards at Staples.
- We signed up for "IGive" in the hopes that citizens of Barrington would use the service, which gives the library a percentage of proceeds from online sales and searches. We now use Amazon Smile as a way to raise funds from purchases as well. We also signed up for E-bates and got some funds from that source of online shopping.
- We use an online book sale company to help us sell some of our used book donations...we have been getting approx. \$1.50 per item sold, much better than the .25-\$1.00 we can get selling here at the library. They only take certain titles though, so this is a limited opportunity.
- We use donations from people to fill in items we could not afford to purchase, and to replace worn items.
- Our Friends group supports the Summer Reading Program, and our magnets with library hours, donate heavily towards magazine subscriptions, support our museum pass programs, and pay for various requests from year to

year. This year, they agree to donate \$2,000 towards our 2 year pilot project to offer "Hoopla", a new digital download service that offers movies, music, comics, e-books, and audiobooks.

- We have an Amazon Wish List online that people can purchase items from for the library.
- We have an annual "Giving Tree" at Christmas and ask patrons to donate needed items.
- The library got donations from local banks, dentists, and retail stores to provide incentives for kids and programs during summer reading.
- We share resources with the schools so we don't all have to purchase so many multiple copies for essential items.
- We use funds from copier fees, fax fees, book sales, fundraisers, library bags sales, and fines and fees to augment the budget given to us by the Town for materials and programs. Without that, the Town would be looking at approx. \$20,000 more/per year to maintain the current level of services and acquisitions.

When you see what the library runs on from tax based income (other than staffing), it is amazingly low at \$40,982.00. This buys all items, supplies, programs, technology, building maintenance, service contracts, etc. Circulation is at a little over 88,000 items per year and technology questions and assistance are a staple part of our daily duties. We reached over 10,000 visits to our programs and outreach programs last year (yes, this counts some people who attended multiple programs). We are offering a way for people in Barrington to learn and grow throughout their lifetimes, from story times for the young to art classes and education workshops for adults.

We see families who struggle to make ends meet who are coming here to get reading materials for their kids and themselves. Many people have new e-readers, laptops, phones, and other "gadgets" and require help to use them. We also see more people needing help with using technology to create resumes, fill out online job applications, and use Smart phones to access our online catalog and databases. This has shifted our time away from your "typical" quick reference question to technical questions that can sometimes take up to ½ an hour to an hour to explain. Our professional librarians are required to do such tasks.

For a population of 8,759 (NH Office of State Planning Number), the library would be running on \$34.27 per capita with the proposed 2017 budget shown in this request; for this amount citizens get DVDs, books, magazines, console games, audio books, downloadable audio books, magazines and E-books, Internet and computer access, programming, and professional reference assistance and programming from trained library staff.

The library is an important destination for families where they can meet other community members, begin early child hood learning experiences with their pre-school age children, and come together as community members to learn about new ideas and discuss topics of the day. We serve as a meeting space for local groups, and provide adult educational opportunities. We have children being tutored here in the afternoons and developmentally challenged patrons who come with caregivers. We also serve as a place where teens get job training skills through volunteer activities, and, a place where seniors can volunteer to stay active in the community. The ECLC and the new full day Kindergarten now send classes over to the library on a regular schedule; we are being utilized as a de-facto school library for these children on all weekday afternoons. We also work closely with the Recreation Dept. in the summers to provide reading time for the kids and movies on rainy days. We also send staff into the schools to do after school workshops for those students who may not be able to get here. We work to get books back and forth to the schools through weekly school deliveries, and, we deliver books to elderly shut-ins in town. The library is an important education and community building institution in the Town.

Account Numbers	Budget Line	Town Funding	Anticipated Fees & Fines	Anticipated Grants/Donations/ Rewards Credits	Total Budget
01-4550-01-0110	Librarian Salary	\$ 59,654.00		\$ -	\$ 59,654.00
01-4550-01-0111	Full-Time Children's/YA	\$ 37,540.00		\$ -	\$ 37,540.00
01-4550-01-0112	Part-Time Wages	\$ 85,537.00		\$ -	\$ 85,537.00
01-4550-01-0113	Custodial Wages	\$ 7,121.00		\$ -	\$ 7,121.00
01-4550-01-4154	Earned Time	\$ 5,000.00		\$ -	\$ 5,000.00
01-4550-01-4155	Benefits	\$ 64,390.00		\$ -	\$ 64,390.00
01-4550-01-4341	Telephone & Internet	\$ 1.00		\$ -	\$ 1.00
01-4550-01-4391	Conferences & Training	\$ 1,950.00		\$ -	\$ 1,950.00
01-4550-01-4394	Contracts	\$ 6,902.00		\$ -	\$ 6,902.00
01-4550-01-4396	Security System	\$ 644.00		\$ -	\$ 644.00
01-4550-01-4430	Equipment Maintenance	\$ 1,000.00		\$ -	\$ 1,000.00
01-4550-01-4431	Building Maintenance	\$ 2,000.00	\$ 400.00	\$ -	\$ 2,400.00
01-4550-01-4570	Advertising/PR	\$ 350.00		\$ 400.00	\$ 750.00
01-4550-01-4625	Postage	\$ 246.00		\$ 100.00	\$ 346.00
01-4550-01-4632	Collection Maintenance	\$ 750.00	\$ 350.00	\$ -	\$ 1,100.00
01-4550-01-4671	Periodicals	\$ 500.00		\$ 1,566.00	\$ 2,066.00
01-4550-01-4680	Books & Multi-media	\$ 18,000.00	\$ 10,000.00	\$ -	\$ 28,000.00
01-4550-01-4682	Program & Passes Expenses	\$ 2,500.00		\$ 2,000.00	\$ 4,500.00
01-4550-01-4683	Operating Supplies	\$ 2,800.00		\$ 800.00	\$ 3,600.00
01-4550-01-4690	Mileage & Expenses	\$ 600.00		\$ -	\$ 600.00
01-4550-01-4740	Capital Equipment	\$ 1.00		\$ -	\$ 1.00
01-4550-01-4741	Technology	\$ 500.00		\$ -	\$ 500.00
01-4550-01-4742	Digital Materials	\$ 2,242.00		\$ 1,800.00	\$ 4,042.00
	Total	\$ 300,228.00	\$ 10,750.00	\$ 6,666.00	\$ 317,644.00

Approx. 5.5% of funds to run the library will come from anticipated funds. In the past, when we have had unexpected grants or donations during the year, which the Trustees are authorized to expend by RSA 202:4 c/d and 202:11 passed by town vote in 1997, 1999, and 2001, AND counting in-kind services from volunteers, we have actually provided between 11-13% of the total operating budget over the past 3 years. This is all funding we are NOT coming to the town for in order to provide our current level of services. We should have some in-kind volunteer services (we estimate \$5,000-6,000 worth of free volunteer labor) and possibly an unexpected donation or two that will bring this 5.5% up. **Note: 20-25% of the fines/fees are from patrons who lost or damaged an item. This money is used simply to replace an item and is not available for purchasing new materials.**

Fine money is decreasing due to better e-mail and text notification systems.

BPL gross budget proposal is: 81.6% salaries and benefits, 10.8% collections, and 7.6% for everything else needed. The library budget for programs, books, supplies, etc is very low. We work very hard to get grants, utilize donations, and seek out discounts in order to maintain such a lean budget in these areas. We have gotten staffing to a reasonable level over the last few years but other areas have been left stagnant in order to do this. We are also seeing less in fine money to put towards materials so this is effecting our percentage towards collections. The "other" category would be higher if heat, electric, and phone were included in the library line items, but these have historically been included under general government buildings lines in the Barrington Town Budget.

Per Capita Expenditures of \$36.26 (with Gross Spending) Town Funded Part is \$34.27 Per Capita	
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Estimated Costs Per Year

Item	2016	2017	2018	2019	2020
Wireless Server Software: Untangled	Staff Time	Staff Time	Staff Time	Staff Time	Staff Time
Userful Server fees (3 year payment subscription)			\$3,585 (Tech Fund)		
Database: Chilton Auto Repair			\$695 (Budget)	\$695 (Budget)	\$695 (Budget)
Database: Legal Forms		\$695 (Budget)	\$695 (Budget)	\$695 (Budget)	\$695 (Budget)
Database: Universal Class				\$1,500 (Budget)	\$1,500 (Budget)
Digital Service: Pronunciator	FREE	\$495 (Budget)	\$495 (Budget)	\$495 (Budget)	\$495 (Budget)
Database: Ancestry & Heritage Quest	\$750 (Budget)	\$750 (Budget)	\$750 (Budget)	\$750 (Budget)	\$750 (Budget)
Contingency for Tech Support	\$500 (Budget)	\$500 (Budget)	\$500 (Budget)	\$500 (Budget)	\$500 (Budget)
Publicity: Facebook and Mailchimp	FREE	FREE	FREE	FREE	FREE
STEM Outreach Programs	Staff Time	Staff Time	Staff Time	Staff Time	Staff Time
STEM Hardware/games	\$500 (Fines/Fees)	\$500 (Fines/Fees)	\$500 (Fines/Fees)	\$500 (Fines/Fees)	\$500 (Fines/Fees)
Movie Licensing Fee (inc. Movie Licensing USA & MPLC)	\$319 (Budget)	\$319 (Budget)	\$319 (Budget)	\$319 (Budget)	\$319 (Budget)
Digital Service: NH Downloadable Books Consortium	\$2,500 (Budget)	\$2,500 (Budget)	\$2,500 (Budget)	\$2,500 (Budget)	\$2,500 (Budget)
Digital Service: Hoopla - Downloadable Video	\$3,000 (Donation)	\$3,000 (Donation)	\$3,000 (\$1,500 Budget/\$1,500 Donation)	\$3,000 (\$1,500 Budget/\$1,500 Donation)	\$3,000 (\$1,500 Budget/\$1,500 Donation)
Upgrade Equipment: E-Readers Kindle Fire		\$200 (Tech Fund)			
Upgrade Equipment: Tablet iPad			\$310 (Tech Fund)		
Wireless Hotspot Device (Tech fund) and Service (Budget)				\$912 (Device - Tech Fund)	\$912 (Device - Tech Fund)
Upgrade Equipment: Game System WiiU		\$300 (Tech Fund)			
Upgrade Equipment: Game System XBOX One			\$320 (Tech Fund)		
Circulation System Yearly Support inc. (EZCat catalog mod.)	\$1,590 (Budget)	\$1,590 (Budget)	\$1,590 (Budget)	\$1,590 (Budget)	\$1,590 (Budget)
Training: Technology training for Library Assistant	\$975 (Budget)	\$200 (IT conf. Attend. Budget)	\$200 (IT conf. Attend. Budget)	\$200 (IT conf. Attend. Budget)	\$200 (IT conf. Attend. Budget)
Training: Technology Courses for Staff	Free or Training Budget Line	Free or Training Budget Line	Free or Training Budget Line	Free or Training Budget Line	Free or Training Budget Line
Copier Lease (yrs 2-4 of 4 yr lease)	\$1,550 (Budget)	\$1,550 (Budget)	\$1,550 (Budget)	\$1,550 (Budget-Contract re-bid)	\$1,550 (Budget)
Upgrade Equipment: Digital Camera	\$150 (Donated)				
Unexpected Hardware Failure (Printers, Monitors, Backup Units, etc.)	\$500 (Tech Fund)	\$500 (Tech Fund)	\$500 (Tech Fund)	\$500 (Tech Fund)	\$500 (Tech Fund)

Wireless Printing Services			\$120 (Budget)	\$120 (Budget)	\$120 (Budget)
Software: Schedule Base	\$120 (Budget)				
Software: Evanced	\$314 (Budget)				
Upgrade Equipment: Staff Server Model			\$1,800 (Tech Fund)		
Software: Microsoft Office			\$220 (Tech Fund)		
Hardware Upgrade: Monitors				\$900 (Tech Fund)	\$900 (Tech Fund)
Upgrade Equipment: 2 PCs for Circulation Desk				\$1,278 (Tech Fund)	
Hardware Upgrade: Laptop					\$500 (Tech Fund)
VMI Disk Cleaner Yearly Cleaning and maintenance	\$200 (Budget)				
VMI Disk Cleaner Replacement					\$2,500 (Tech Fund)
VMI Disk Cleaner Yearly Supplies	\$450 (Budget-Operating supplies)				
Webpage Hosting Fees & Event Registration Module	\$750 (Budget)				
Publicity: Digital Signage		\$200 (Tech Fund)			
Training: Computer/Tech Classes for Public	Staff Time				
Total Paid from Fines/Fees	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
Total from Technology Fund	\$500.00	\$1,200.00	\$6,735.00	\$3,590.00	\$5,312.00
Total Donated	\$3,150.00	\$3,000.00	\$1,500.00	\$1,500.00	\$1,500.00
Total from Budget	\$10,018.00	\$10,433.00	\$12,748.00	\$14,248.00	\$14,248.00
Total Tech Investment for Year	\$14,168.00	\$15,133.00	\$21,483.00	\$19,838.00	\$21,560.00

- All Surplus or outdated technology will be discarded according to the current Fiscal Management Policy.
- Any monies set aside in the technology fund and not used for technology items in that given year will be held for use in future years for larger projects/upgrades.
- Request will be for \$3,000 each year for the technology warrant article for the library.

2016 Programs & Clubs Offered at or by the Barrington Public Library

More Programs May Be Planned as We Go Into Fall.

Story Times with Craft Ages 4-6: Once Weekly
 Lap Sit Story Hours for Ages 1-3 & Parent: 4 Times Weekly
 Kindergarten Reading Time: 5 days a week
 ECLC Visits: Twice per Month
 Visits to Local Daycares: 3 Times per Month
 Children's LEGO Program Ages 5-9: Weekly Drop-In Sessions
 Teen Book Group: Once Monthly
 Teen Video Game Tournaments: 4 Times per Year
 Adult Book Group: Once Monthly
 Teen Advisory Board: Monthly Meeting/Volunteering & 1 Field Trip
 CPR Courses: 2 per Year
 Babysitting Course: 2 per Year
 Genealogy Club: Monthly
 Garden Club: Monthly with Special Speakers for Some...Pollinators in the Garden, Growing Small Fruits, Flower Arranging
 Peeps Contest for Cardholders: Once
 Easter Egg Hunt: Once
 Bees & Beekeeping: Once
 Storm Chasing Program: Once
 Beer Brewing in NH Humanities Program: Once
 Murder on Star Island Humanities Program: Once
 Adult Painting Classes: January, March, & April
 Monthly Art Exhibits of Local Artists & Collectibles
 Democratic Committee: Monthly Meetings with some Speakers
 Book & Movie Group: 4 Sessions
 Make Grappling Guns: Once Teen Prog.
 Making Clay Pots: Teen & Adult 2 Part Series
 Meet the Candidates Day: Once
 Ramblin Richard Music Show (Partnered with Historical Society) Once
 Coffee with a Cop (Once)
 Star Gazing Night (Once)
 Hiking Barrington's Trails Slideshow (Once)
 Put Up a Story Walk Trail for summer 2016
 Big Trees of NH Presentation & Hike
 Sky Watch: Stargazing Event (Once)
 Police Canine Demo (Once)
 Touch a Truck Event for Kids (Once)
 Library Participates in Trunk or Treat (Once)
 Make Pysanky Eggs (Once)

Summer Reading Program: Summer Long Event That Includes 8 Craft Sessions for Kids & Teens
 Ice Cream Social for Summer Readers
 Poetry Reading/Author Visit (Once)
 Mystery Authors Night: How to Use Your Life to Write a Mystery (Once)
 Awakening Intuition Workshop (Once)
 Cook Book Club : Ongoing Sessions
 Hanscom Author Talk: Importance of Outdoor Activity for Children (Once)
 Clutter Control Program (Once)
 Mentalist Program: ESP Etc. (Once)
 Malik the Magic Guy Show: Once
 LARP (Live Action Role Playing) for elementary age students: Once
 Sean Middleton: Story Teller (Once)
 Ilze Luneau: Basketball Tricks Performance (Once)
 Squam lakes: Animal Athletes Program (Once)
 4 Part STEAM Program at Middle School (Snap Circuits (Circuitry), 3D Doodler Pens (3D Printing), Recon Rover (Robotics), and Ozobots (Programming).
 Perennial Sale Fundraiser (Once)
 Book Sale Fundraisers (Twice)
 Making Clay Fish Plates (Once)
 Tai Chi Program for Adults (Summer)
 Movie Mondays (4 During Summer)
 Woodwinds Music Performance (Partner With Kindergarten)- Once
 New Writers Workshops (Monthly Starting in June)
 Haunted Hikes Slideshow (Once)
 Travel on a Budget Slideshow (Once)
 Soil Health Workshop (Once)
 Tech Training for Public (By Appointment)
 Just Deserts Fundraiser (Once)
 Ikebana Workshop (Once)
 Travel with Family Slideshow (Once)
 Tiny Houses Presentation (Once)
 Coffee with a Cop (Once)
 Gingerbread House Making for Families (Once)
 Whole Foods Cooking Demo & Tasting (Once)
 Wetlands & Wildlife (Once)
 Travel Club (Monthly starting in Oct)
 STEM for Adults (Pokemon Boot Camp for Parents, LED Wreaths, Tech Toys Petting Zoo, and Hour of Code)

**Barrington Public Library
Technology Plan
June 2016**

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◆ **Executive Summary**

I. Public Services

- Enhance electronic services to provide easy, fair, secure, and fast access.
- Enhance the content of the library's web page by adding more multimedia content that is consistent with current collection development criteria and offer more databases/downloadable media services accessible to patrons from home.
- Provide basic and advanced group computer classes as well as continued one-on-one personalized technology training for the public.
- Continue to promote Inter-library Loan services to local schools via the online catalog and provide school delivery of materials.
- Provide upcoming item lists in our online catalog, online forms for patrons to suggest a title for purchase, and watch lists/online reviews for patrons to pre-reserve and discover new materials.
- Provide proper licensing to show media at library and recreation events.

II. Collection Development & Maintenance

- Budget for database access as patron demand requires & investigate loaning wireless access devices to the community.
- Budget for technology related Toys/Games/Systems necessary to provide STEAM (Science, technology, engineering, arts, and math) programs, and a circulating collection of STEAM items for patrons.
- Maintain the integrity of the catalog files in order to make ease of use by patrons a priority.
- Continue to budget for yearly support for our Integrated Library System Atrium.

III. Staff Development

- Fine tune the IT-Technical Services Librarian position description and salary range to reflect current and expected duties, as well as completed training.
- Continue in-house staff training in various forms of technology (hardware), software applications, and databases.
- Allow staff time & finances to attend technology seminars and courses.

IV. Facilities, Equipment and Online Services

- Maintain current networked copier and plan for hardware and peripherals obsolescence.
- Develop a backup solution for staff created files.
- Update and maintain staff-used computer hardware and software.
- Maintain, repair and clean the DVD, CD, and Video Game collection in-house
- Continued budgeting for website hosting and Event Registration Module.
- Establish in-house digital signage.

V. Community Relations

- Maintain a promotional campaign for the library's current electronic services.
- Compile usage and satisfaction statistics through tracking and surveys.
- Plan for Science, Technology, Engineering, Art and Mathematics programs as a means of outreach to students.

VI. Community Cooperation

- Foster greater cooperation among school, government, and social agencies in Barrington & the State of NH for the development of shared resources and community links.
- Maintain established relationships with technology volunteers and donors.

The Mission of the Library

The Barrington Public Library provides equal opportunity for everyone to access, share, and create information. As a welcoming and inclusive community center, the library connects our patrons to educational, recreational, and technological resources that enhance their lives. Freedom of speech, freedom of information and the right to privacy are cornerstone principles for all library policies, programs, and services.

How Current & Proposed Technology Supports Our Mission

This plan addresses the library mission in terms of acquiring, organizing, maintaining, and disseminating electronic resources that will help to enrich, educate, and inform the citizens of Barrington.

Our public's needs are increasingly becoming more complex, and their expectations of our collection and our capacity to link to larger sources of information are rising rapidly. In response to this need, the library provides more timely information and a wider diversity in what is offered, and in what formats the library offers it.

Libraries have traditionally been places where information is housed. Today the library looks beyond the physical facility to gather the information and resources our patrons desire and provides the means for our patrons to become information creators as well as consumers. The library

provides access electronically to those resources we cannot physically own. The collection is viewed in terms of not only books on the shelves, but access points, databases, downloadable materials, and devices to access that material. The library currently accesses many of our databases through the State Library, but as budgets shrink on the State level, some of these are being removed and pushed to the local level. New electronic resources our public wants will likely not be provided from the State in future budget cycles, therefore, the library now plans to budget for the addition of these databases and download/streaming services in order to provide the necessary information and content to our patrons.

Demand for e-books is growing slowly after a large initial interest and the library offers Overdrive to provide e-books, audiobooks, and e-magazines to community members that are interested. We see about ¼ of registered library patrons using this service heavily and foresee younger patrons utilizing this form of content even more in the future. Services like Hoopla are being added to meet further demand by patrons for immediacy in downloading materials, and a larger selection. E-Readers and other hand held devices such as iPads and Android devices, help the library to promote electronic collections to patrons who may not otherwise have the financial ability to purchase these devices to utilize new formats being offered by the library.

Properly integrating technology into our library requires us to train staff properly and in a timely fashion. Training in all forms of library technology is imperative if the library is to have a competent staff that can assist patrons in using these new systems. This plan outlines further training necessary to keep staff up to date on new technology and services.

Upgrading to new software systems and programs frees staff for one on one patron interactions by removing time consuming paper based tasks and allows patrons to have better access to our materials and services through user-friendly interfaces such as our online event registration module. Upgrading, fine-tuning, and maintaining our website, mobile catalog, and other access points, on a regular basis will insure a continued positive experience for patrons.

Faster internet speeds and Linux based systems that require less maintenance, experience less down time, and clear history automatically mean less time waiting for a free Internet terminal and less staff time trouble shooting. It also allows for the ability to download larger files in less time with fewer problems, thus fulfilling patron's needs for immediacy, privacy, and speed.

Maintaining systems with the latest technology specifications is necessary to meet the demands of a diverse user base that comes in for a variety of reasons, ranging from simple access to e-mail to creating documents, taking online classes, and using high video content sites. Allocating sufficient monies, and building a modern job description, for high level technology staff is also imperative as professional help is required for more advanced tasks involving our network, web site, copier system, and various software products we now utilize to serve the public.

The library plans to educate the community to expand the use of databases and our downloadable content as well as services such as the "Book a Librarian" program, streaming media, public computer classes, and STEAM based collections and programs. These technologies offer a great opportunity for community connectivity, enrichment, and lifelong learning. The library will continue using e-mail newsletters, social media, and other communications outlets to provide news and service updates to all citizens.

Investments in technology are evaluated through appropriate channels of feedback, such as surveys and direct patron testimonials, to ensure that the library is offering services that our patrons need. This plan will insure that such investments are a wise use of limited funding.

I. Goals for Public Services

To develop and implement, through continuous evaluation and adaptation, our program of electronic resources to meet the information, education, recreation, and creation needs of our patrons.

Objective 1: Enhance electronic services to provide easy, fair, secure, and fast access by library patrons.

- **2016 Forward**, ensure sufficient connection speeds via Metrocast through monitoring, and upgrading services if necessary. Ensure network hardware providing patron connectivity is up to date, functioning optimally, and providing the fastest connection possible. **(Staff Time & General government building line)**
- **2016 Forward**, institute and upkeep a library splash page with our acceptable use policy and track Wi-Fi usage using “Untangle” to report to the town and state for statistical purposes, and to determine whether the library can reduce wired stations at some point due to heavier wireless device activity. **(Staff Time)**
- **2016 Forward**, determine if blocking of any Torrent sites, or limiting bandwidth usage per patron is necessary to ensure equitable and lawful use of the library public Wi-Fi. **(Staff Time)**
- **2018**, Budget for subscription fees for “Useful” software, the library’s newly instituted Linux thin client system for public terminals. A three year term will be renewed to save 6% on overall yearly subscription costs. Hardware just purchased should last the length of this 4 year plan. **(Technology Fund)**

Objective 2: Enhance the content of the library’s web page by adding more multimedia content and offering more databases accessible to patrons from home.

- **2016 Forward**, begin incorporating How-to videos/links on the website technology assistance page for basic computer and technology skills, resume building, and basic e-reader skills. **(Staff Time)**
- **2016 Forward**, utilize our flip camera to take videos of library events to post online, to create PR modules for programs and collections, and to share stories of library patrons who have been helped/served by the library. **(Staff Time)**
- **2017 Forward**, budget yearly for added databases such as Chilton’s Car Repair (2018), Hoopla (2018), Pronunciator (2017), Universal Class (2019), and Legal Forms (2017). **(Yearly Budget, Digital Resources Line)**
- **2016 Forward**, continue providing access for Ancestry Library Edition for in-library use and Heritage Quest for home use. **(Budget, Digital Resources Line)**

Objective 3: Provide basic and advanced group computer classes as well as continued one-on-one personalized technology training for the public.

- **2016 Forward**, focus PR on community groups to increase usage and awareness of these services.

- **2016 Forward**, provide at least 2 in-house, or outreach, group computer classes on topics which surveyed as high interest each year. Surveys concluded that patrons would like classes on Microsoft Office products, social media services, and to a lesser extent, computer programming basics (**Staff Time & Instructor Fees from Programming Budget Line If Necessary**)
- **2016 Forward**, through the “Book-A-Librarian” program, provide continued one-on-one training to the public on utilizing current software and hardware. (**Staff Time**)
- **2016 forward**, work with Barrington Middle School to provide at least 2 after school enrichment sessions yearly with Science, Technology, Engineering, Art and Mathematics (STEAM) programs and activities. (**Staff Time & Programming Budget Line**)
- **2016 Forward**, plan for a yearly in-library STEM program for teens and adults. Possible classes include programming Arduino or Raspberry Pi, coding basics with Ozobots, 3D Printing or creating electronic greetings/Circuitry cards. We will seek grant funding to offset some costs. (**Programming Budget Line**).

Objective 4: Continue to promote Interlibrary Loan services to local schools via the online catalog, and provide school delivery of materials.

- **2016 Forward**, work with the school librarians to teach students how to use our online request system, and secure yearly volunteers to do weekly delivery runs to BES and BMS. (**Staff Time & Volunteers**)
- **2016 Forward**, work with the ECLC and Kindergarten to show teachers how to request materials for their classrooms, and provide in-library visits and instruction to these students during the school year. (**Staff Time**)

Objective 5: Provide upcoming item lists in our online catalog, online forms for patrons to suggest a title for purchase, and watch lists/online reviews for patrons to pre-reserve and discover new materials.

- **2016 Forward**, do more PR and training on these services we already have in place to increase patron usage. Increase the number of pre-ordered items we list in the catalog from approx. 20 per month to 50-100 and increase the number of patron and staff reviews in our online catalog to approx. 20 per month. (**Staff Time & PR Budget Line**)

Objective 6: Provide proper licensing to show media at library and recreation events.

- **2016 Forward**, continue movie licensing contract with Movie Licensing USA and MPLC. (**Budget, Contracts Line**)

II. Goals for Collection Development & Maintenance

Provide expanded resources in new formats such as streaming music and video content, as well as updating devices and content for video gaming systems, and providing research content through new databases. Maintain the collection in-house to provide quick turnaround of damaged items and save money outside A/V repair services.

Objective 1: Budget for online materials access as patron demand requires & investigate loaning wireless access devices to the community.

- **2016 Forward**, continue offering our downloadable eBooks and audiobooks service, Overdrive. The consortium has revised how member libraries are charged for services. The

old formula used population and circulation to calculate how much the library would pay. The new formula uses circulation and number of unique users. This new formula will raise the cost slightly for Barrington due to the large number of users and circulations for a town our size. **(Budget, Digital Materials Line)**

- **2018**, Pick up the streaming video and music content service Hoopla as a budgeted service. The trial 2-year period paid for by donations will have ended, and based upon initial use, this should be included as an ongoing service. We will ask the Friends for a yearly donation to cover a portion of costs. **(Yearly Budget, Digital Services Line)**
- **2016-2020**, Use volunteers to cross check digital services and hide items in Hoopla that can be accessed for less money through Overdrive. **(Volunteer Time)**
- **2017-2018**, Purchase 1 new e-reader or tablet each year to replace outdated equipment. **(Technology Fund)**
- **2019**, Research/implement loaning wi-fi hotspot devices to the community. This will allow Barrington residents who may not have home access to the internet, to use a mobile hotspot, provided by the library, from home, for the length of the loan period. We will budgeting for two devices for a two year contract via T-Mobile. The pilot program will consist of just one device until we see enough interest before purchasing the second device. **(Technology Fund for hardware, budget contracts line for monthly fees)**
- **2018**, Build a local genealogy database using old records from the 1700's that might not be available anywhere else, or, scanned photographs from Barrington's past. The NH State Technology Coordinator has already assisted other libraries in the state in creating such a local database. Partner with the Historical Society on this project for access to materials and possible volunteers. Shoot for 2022 as a date where we have a significant electronic collection of historical documents to celebrate the 300th anniversary of the Town. **(Staff Time)**

Objective 2: Budget for technology related Toys/Games/Systems necessary to provide STEAM and gaming programs, and a circulating collection of STEAM and gaming items for patrons. We will also explore grant options for these items. Older gaming consoles now used for gaming days will be rotated into the circulating collection so patrons may check them out along with games.

- **2017**, Add a Wii U device for in house use and more Wii U games to the collection. **(Technology Fund for hardware & Fines & Fees for games)**
- **2018**, Add an XboxOne device for circulation and more XboxOne games to the collection. **(Technology Fund for hardware & Fines & Fees for games)**
- **2016-2020**, Budget \$500.00 yearly for STEAM hardware/games. **(From Fines & Fees)**

Objective 3: Maintain the integrity of the catalog files in order to make ease of use by patrons a priority.

- **2016 Forward**, remove deleted items regularly from Atrium and the state NHU-PAC system **(Staff Time)**
- **2016**, Finished inventory begun in 2015. **(Staff Time & Volunteers)**
- **2020**, Schedule another full inventory. **(Staff Time & Volunteers)**

Objective 4: Continue to budget for yearly support for our ILS system.

- **2016 Forward**, budget yearly for continued support for Atrium and EZCat cataloging module. **(Budget, Contracts Line)**

III. Goals for Staff Development

Fulfill service and collection objectives through effective staff development and training.

Objective 1: Fine tune the IT-Technical Services Librarian position description and salary range to reflect current and expected duties, as well as completed training.

- **2016**, Continued training of the IT-Technical Services Librarian through completion of college level Information Technology coursework, and working with the Director to learn new library related skills. **(Staff Time & Training Budget Line)**
- **2016 Forward**, require the employee in this position to keep abreast of library specific topics and issues, not just general technology. Monitor the state IT list-serve and read up on technology issues related to programs and services the library is hoping to institute. **(Staff Time)**
- **2017** Re-write the job description to fit current and expected duties of this position based upon training successes and issues. Assess salary range considering these factors. **(Staff Time)/Budget, Part-time salary line)**
- **2018**, Consider increasing this employee to full-time status based upon library usage and technology needs. **(Budget, Full Time salary Line)**

Objective 2: Continue in-house staff training in various forms of technology, hardware, software applications, and databases.

- **2016 Forward**, cross train employees to complete each other's computer technology tasks. More than one staff member will know ILL and Overdue and Processing procedures to fill in for vacations and leaves of absence. **(In Progress/Staff Time)**
- **2016 Forward**, each employee will be required to schedule a training time with the IT Librarian to learn at least one new technology skill yearly. Those skills needed to be identified through yearly job performance review. At next review, Director will check with IT Librarian to ensure that technology training session was completed by the employee. **(Staff Time)**
- **2016 Forward**, new staff will be given time to work with the IT Librarian to learn basic technology related skills necessary for their work tasks. **(Staff Time)**

Objective 3: Allow staff time & finances to attend technology seminars and courses.

- **2016-Forward**, each staff member should attend at least one new workshop/webinar/conference on current technology in the library. **(Many Free Courses offered Via the State Library, Novelist webinars, and Tech Soup, Training Line Yearly Budget)**

IV. Goal for Facilities, Equipment and Online Services

Objective 1: Maintain current networked copier and plan for hardware and peripherals obsolescence.

- **2016-2020**, Maintain and re-negotiate/re-bid lease in 2019 on color copier/fax machine for public and staff use. **(Yearly Budget)**
- **2016**, Procured a donation of a digital camera to be used at library events to update our old one from 2004. **(Donation received 2016)**
- **2016 Forward**, save for possible failure of typewriter, barcode scanners, receipt printers, back up batteries, monitors, etc. **(Technology Fund)**
- **2018-2019**, Research & implement a wireless printing solution to account for more patrons bringing their own devices if usage and requests warrants it. PrinterOn and PaperCut are possible solutions. **(Yearly Budget, Contracts Line)**

Objective 2: Develop a backup solution for staff created files.

- **2016**, A set of physical hard drives has been purchased to swap monthly. Software to do automatic daily backups to these devices was installed. This will allow us to have a safety net in the event anything happens to the physical backup that is kept in the Director's office and removes daily backups from the staff's duties. **(Yearly Budget, Technology Line)**

Objective 3: Update and maintain staff-used computer hardware and software.

- **2016 Forward**, pay for online staff scheduling software, Schedule Base contract. **(Yearly Budget, Contracts Line)**
- **2016 Forward**, maintain our summer reading program software contract with Evanced. **(Yearly Budget, Contracts Line)**
- **2018**, Purchase a staff server and 5 thin client terminals with necessary software licenses for the office staff to replace donated computers from 2011 and 2012. **(Technology Fund)**
- **2018**, Implement updated Microsoft Office Server Suite for staff creation of documents. **(Technology Fund)**
- **2019 & 2020**, Replace 4 monitors each year (old ones from 2005-2010). **(Technology Fund)**
- **2019**, Purchase 2 new computers for the Circulation Desk to replace ones from 2011. **(Technology Fund)**
- **2020**, Purchase 1 new laptop for staff and public use to replace one from 2014. **(Technology Fund)**
- **2016 Forward**, Provide suitable infrastructure for fast broadband connections for the public.

Objective 4: Maintain, repair and clean the DVD, CD, and Video Game collection in-house.

- **2016-2020**, Send VMI machine for a factory authorized complete cleaning yearly to extend life. **(Budget, Equipment Maintenance Line)**
- **2020**, Look into replacing the VMI Disk cleaner with newer model if necessary. **(Technology Fund)**
- **2016 Forward**, maintain cleaning supplies for VMI Disk cleaner **(Budget, Operating Supplies)**

Objective 5: Continued budgeting for website hosting and Event Registration Module.

- **2016 Forward**, continue budgeting for website hosting and event registration module via Piper Webs **(Budget)**

Objective 6: Establish in-house signage.

- **2017**, Utilize digital signage at the front desk to reduce paper waste and free up front desk space. System will be comprised of a flat screen monitor and a mini PC similar to a Raspberry Pi. **(Technology Fund)**

V. Goals for Community Relations

Establish an effective community relations and advertising program that will communicate the availability of electronic sources and promote library use.

Objective 1: Maintain a promotional campaign for the library's current electronic services.

- **2016 Forward**, continue to use local news organizations, papers, the Barrington television station and social media to publicize services. Send newsletters, fliers and brochures to local organizations and schools for posting. **(Budget, PR Line)**
- **2016 Forward**, update the Events Calendar on the Homepage regularly. **(Staff Time)**
- **2016 Forward**, give out bookmarks with our homepage and e-mails listed to every new patron as well as electronic services brochures. **(Budget Line, PR)**
- **2016 Forward**, using mobile devices, Wi-Fi, and our ability to tap many of our digital resources online, offer instructional seminars to other town groups like Brownies, Boy Scouts, Historical Society, Police, etc. that show them what we have to offer electronically, and how to access those services. Focus on getting librarians out into the community and finding ways to meet our patrons where they live, work, and play. **(Staff Time)**
- **2016 Forward**, use electronic means to communicate services and programs to the community. MailChimp e-newsletters will be sent regularly. Creating a greater social media presence is key in future plans. Focus on posting upcoming events, reader's advisory items, fun and interactive questions, games, and news. A heavy focus will be placed on using social media to create a "24/7 digital service" mindset. **(Staff Time & PR Budget)**
- **2016 Forward**, foster technology donations with major donors seeking a way to assist the library. **(Staff Time)**
- **2016 Forward**, promote within the town and with the ABC and BOS, our current yearly technology line for emergencies (\$500.00) and the continued support of the technology fund warrant article (\$3,000.00) to create an expendable fund for large future technology upgrades and hardware failures not budgeted for in that year. **(Staff Time)**

Objective 2: Compile usage and satisfaction statistics through tracking and surveys. These are ongoing tasks.

- Track ongoing web hits on our web site utilizing reports from our vendor and do PR accordingly to promote under-utilized services/pages. **(Budget, PR Line)**
- Track ongoing computer usage through Useful monthly reports. **(Budget, Contracts Line)**
- Track ongoing Wireless user usage through Untangle monthly reports. **(Free Software)**
- Track ongoing database usage through reports from current vendors.
- Track ongoing circulation statistics of A/V and digital materials (e-books, audio, movies, music, etc.) through current vendors or library ILS to determine how best to allocate collection funding. **(Staff Time)**
- Track ongoing technology trends and respond with pilot projects to gear patron interest. **(Staff Time and Training Line)**

- Do yearly surveys of the public on services offered, and, what electronic services they would like to see offered in future. **(Staff Time & Budget PR Line)**

Objective 3: Plan for Science, Technology, Engineering, Art and Mathematics programs as a means of outreach to students.

- **2016 Forward**, continue our new program of outreach to the middle school during after school hours. Plan yearly sessions led by the library's Technology Librarian. Offer in-library sessions once we see interest from students. **(Yearly Budget, Programming Line)**
- **2017 Forward**, investigate expanding this program to include elementary age students and adults, collaborating with the elementary school and recreation department where possible. **(Yearly Budget, Programming Line)**

VI. Goals for Community Cooperation

Cooperate with other libraries, governmental units, organizations, and community service agencies to improve the quality and efficiency of electronic sources.

Objective 1: Foster cooperation among school, government, and social agencies in Barrington and the State of NH for the development of shared resources and community links.

- **2016 Forward**, develop a closer relationship with the local Historical Society in order to provide better genealogy and history help to patrons. Work to partner on a digital photo/document database project of digitized materials that the Historical Society owns but currently has little access for the public. **(Staff Time)**
- **2016 Forward**, work with NH State Technology Coordinator to utilize technology toys, staff training programs and other resources they can provide.
- **2016 Forward**, work more closely with the recreation department to co-sponsor programs around technology and digital resources. Invite summer campers in for technology “petting zoos” to try technology gadgets, games, and learn skills in engineering, math, and electronics. **(Yearly Budget, Programming Line)**
- **2016 Forward**, coordinate with the State 3-D printer co-op that is exploring 3-D printer solutions, programs and training.

Objective 2: Maintain established relationships with technology volunteers and donors.

- **2016 Forward**, work to continue established relationships with local technology vendors, donors, and volunteers that have given time, services, and hardware to the library. Keep them apprised of needs and successes through letters and e-mail. **(Staff Time)**
- **2016 Forward**, continue to utilize and recruit volunteers to do data entry projects such as series tagging, inventory, and data input of location codes, funds, and costs on items as well as culling database offerings in Hoopla to refrain from duplication of services with Overdrive.
- **2016 Forward**, look into fostering relationships with volunteers, local organizations or groups to assist in, or teach, tech classes.

Conclusion

The library has developed a strong base of technology over the past years. We are now in the phase of trying to update and maintain the equipment, software, web page, and social media outlets. Residents are using our computers, databases, and downloadable books in larger numbers than ever, showing the value of these investments. Even with the addition of newer computers that were purchased in 2015 for the public, we are facing older staff systems which need to be replaced soon. The technology fund will help us when emergency failures of equipment take place, and, to plan for larger scale programs and purchases in the future. In addition to ongoing maintenance of our physical infrastructure, we will be increasing the services that we provide to the community in order to facilitate our patrons becoming information creators as well as consumers. STEAM outreach programs and collection acquisitions of related technology gear, computer workshops, and activities geared towards all age groups that highlight the creation of content or the learning of a new technology skill will be utilized in achieving this goal. We will seek out volunteers, donors and grants whenever we can, but we cannot count solely on donated monies for such an integral part of library services. This has become our focus in the upcoming years and we need to invest in becoming the hub for such community activities and learning. This plan also focuses heavily on adding new digital content services for our patrons to access as many people wish to utilize e-resources and access information 24/7.

Evaluation Plan

In order to keep our technology plan current, we shall follow the outlined procedure:

- We will become involved in Grants that partner us with other town organizations in order to bridge the digital divide and offer greater access.
- Bi-annually, the Director and Technology Librarian shall meet during the month of January to do the following:
 - Review tech projects that have been completed and delete them from the plan.
 - Explore and discuss new developments in technology and how they can be incorporated into the plan.
 - Plan new initiatives and budget for the upcoming costs.
 - Revise the tech plan by adding these new initiatives for the next four years.
 - Revise the technology plan as part of the building planning process. Should a new facility be designed, this plan will be revamped in coordination with the architect so as to ensure proper infrastructure for new technology is present in the building and to insure we have added funds for any new technologies or programs that will be possible in a larger facility. We envision a maker space area that would allow us to provide technologies for the community to create content through audio, video, 3D Printing, and hands on art and science technologies.

Current State of Technology in the Library

The library currently has 17 computers; 6 public access stations, 5 staff work stations, 2 circulation stations, 2 card catalog search stations, 1 VHS to DVD conversion station which also serves as our Microsoft Office Suite access station, and 1 Laptop for in-house use and programming. We also have 1 LCD projector with screen (which we loan out to the community), 1 Orion telescope (which we loan), 3 video game consoles (1 is loaned to the community and 2 used for in-house programming); 1 XBox360, 1 Wii, and 1 Play Station 2. 1 digital camera that was donated in 2016

and 1 Flipcam that we use to capture video of library events. 2 iPads, 2 E-Readers; 1 Kindle Paperwhite, 1 Kindle Fire HD, all of which get loaned to the public. We will need to replace these older devices as technology advances to insure that patrons have access to current platforms (2017 and 2018).

We have 2 cable modem connections via Metrocast utilizing two different physical modems, an Arris and Motorola. The connection to the Arris is \$69.00 per month and has speeds of 25 megabytes per second (mbps) download and 2 mbps upload. This modem controls traffic for both the Voice Over IP (VOIP) telephone system and Internet services for the library. This modem is connected to our SonicWall firewall-router to provide security and routing capabilities to our public, wireless and staff networks. The Motorola modem has a free municipal service package provided to public libraries by Metrocast with speeds of 10 mbps download speed and 0.5 mbps upload speed and is only utilized for the Barrington Recreation Department's VOIP telephones. We also offer free wireless internet access with a Netgear wireless router that is connected to an Untangle capture portal server that allows us to track wireless statistics for local, state and national reports. This server software is free and runs on a former public computer we utilized to save money. Our web page, except the catalog, is hosted by Piperwebs with hosting fees to be paid through monies from the budget.

Staff systems send all print jobs to a Sharp MX-C312 all-in-one copier that we lease through Seacoast Business Machines. This machine has a 4-year lease that began in 2014 and runs through 2018. This machine acts as our networked copier that serves as the copier, printer, scanner and fax machine for patrons and staff. We currently have 1 HP Laser Printer in the library that provides color printing services to all 6 public stations. Public stations send black and white print jobs to our networked Sharp MX-C312. We are doing more in-house production of color brochures, summer reading booklets, and bookmarks to save money at commercial printing companies. 1 HP Inkjet printer sits in the Director's office as backup for busy times or in case of copier failure.

The cash register at the counter is still making intake of fines and fees more secure and easily tracked. In addition, an iPhone that was donated has been outfitted with a PayPal Here card reader to allow patrons easier access to paying fines.

Our Audiobook, DVD, and music collections have grown to serviceable sizes over the past few years predominantly through donations and the use of fine money to augment the budget. This is a highly used segment of the collection. CD-ROMs have seen a decrease and we have phased the format out of the collection. Due to patron requests, we also have a video game section as well as video game consoles available for checkout, both for in-house use and circulation. This was seeded with items purchased from fine monies but is predominantly donated. It has proven very popular since its inception. With E-Readers becoming less expensive, our e-readers are seeing less demand. They are still being taken out by those citizens who can't afford the new technology and we will keep a limited fleet of these to meet that need. The Children's iPad with educational games, apps, and access to our children's movies on VUDU is still popular with families and we have one geared for adults that circulates to a lesser degree. There is still an increase in the use of our Downloadable eBook and Audiobook service every year. This is a large growth area and we are adding additional services (Hoopla) in 2016 as a pilot project to try and meet that growing demand. It includes digital movies, TV shows, comics, and music as well as audio and e-books. Approx. ¼ of our patron base accesses materials digitally on a regular basis. Many patrons still do not like the experience of downloading materials though and they are very clear that printed books will not be abandoned in

favor of such a device. Digital services are meeting a clear demand for a segment of the population, but a switch to solely digital is not seen as something patrons want at this time.

Our web page and circulation system offer many wonderful services such as registration for events, lists of resources and new items, and the ability to reserve and renew items. Staff updates the web page in conjunction with our website provider and ILS vendor so additional services will depend partially on staff time and partially on the vendors we utilize. Our ILS, currently a web based system called Atrium has worked out very well. They continue to update the program regularly and down time has been minimal. Although keeping an eye on competitors for a better deal and more services to patrons is always being done, this system seems suitable for the foreseeable future. We pay a yearly maintenance fee that is well worth the time saved, security of the data, and ease of use for new staff and patrons.

The library continues to set aside some funds each year in the budget for emergency networking and hardware assistance just in case the current technology staff at the library isn't able to resolve an issue. The Director oversees technology planning but many responsibilities are being passed to a staff member that will be elevated to the position of IT-Technical Services Librarian in the future. This position will work in conjunction with the Director to tackle larger IT and technical projects and maintenance of the library's systems and network, but there are times when a professional agency may be needed to solve a problem beyond the scope of the staff's abilities.

Budget Attached. Full inventory of technology kept on file at the library.

HISTORY OF THE BARRINGTON PUBLIC LIBRARY

WRITTEN BY JANET VARNEY

1963

The Barrington Public Library has a history of 168 years, dating back to November 2, 1795, when a group of residents met at the home of Major Isaac Waldron to form a library association, to be known as the Barrington Social Library. The following preamble taken from the original records shows how this group felt in regard to a library.

“When as the supreme being hath given to men, the favorite of heaven, the power of reason, and made him capable of thought, of reflection, and of everlasting improvement in knowledge and virtue; and as it is by the cultivation of this noble power that man attains to superior dignity among his fellow men, as by this he is brought to the knowledge of his end, and of the wisdom of that being to whom belongs the tribute of praise; and as by learning and virtue the civilized man is distinguished from the savage and raised as far above the uncultured part of his species as they are above the animals; as learning enlarges the mind—frees it from its native barrenness and austerity—collects and strengthens the mental portions—reduces the passions to a proper subordination to the law of reason, and restores harmony to the soul—cherishes a manliness of spirit; it flourishes under the shield of virtuous freedom—is the enemy of slavery—the support and ornament of every profession, of the ground, the sword, the Bar and the Pulpit; it expands the heart with universal philanthropy, stimulates the soul—(two lines were not readable)

The general collection of books is absolutely necessary to the improvement of the mind and advancement of useful knowledge; and as some who have the desire for such improvement and are not able, or have not the opportunity to furnish themselves with so large a collection as is desirable; and as Social Libraries have been found by experience to serve the cause of learning and virtue in places where they have been established.

Therefore we the subscribers being desirous of enjoying these advantages and of obtaining the happy end ourselves and of transmitting them to those who shall succeed us, have agreed to, and do by this instrument form ourselves into a library society to be regulated and governed by the following rules and such others as shall from time to time be found necessary and agree to consistent with the following articles.”

The first librarian was the Rev. Benjamin A. Balch who was also Clerk. He held the office of librarian for 15 years. There is no mention during this time of the location of the library, but it is assumed it was in the Congregational Church, then located on Oak Hill or in the home of a member. The actual location of the library isn't mentioned until in 1821 when it was voted to keep the library at the home of Jeremiah Kingman. In the rules set up to govern the society it was stated that all books should have printed tickets on the inside cover showing the number and the society's property. Each member was to pay annually two shillings to be paid out for books to increase the library. Members who kept books out more than two months had to pay six pence a month for each book so kept out and would be suspended of privileges until payment was made. The first members were to pay eighteen shillings to the treasurer in order to make the first

purchase of books. All conveyances of property in the library from one member to the society or to another person, and all receipts and accounts should be entered at full length by the clerk in the records of the society.

One such transfer of property was recorded in this manner: Voted that Israel Babb be received a member of the Society by virtue of a conveyance of property in the original right of Arthur Rogers to Isaiah Sanborn, and which was transferred from said Sanborn to Israel Babb. The original conveyance was in these terms: Know all men by these presents that Arthur Rogers in Barrington in the County of Strafford, gentleman for and in consideration of the sum of three dollars in hand paid to me by Isaiah Sanborn of said Barrington, Physician, at or before the sealing and delivery of these present, the receipt, I do hereby acknowledge, have granted, bargained and sold, and by these present do grant, bargain and sell unto the said born, his executors and administrators and signs my share in the Social Library of said Barrington and likewise all and singular the privileges, rights and advantages I possess as a proprietor of said library. To have and to hold the said share of said Library with all the rights and privileges there unto belonging to the said Sanborn, his executors, administrators, and assigns forever, and I the said Rogers for myself and my kin and executors and

administrators promise to defend and secure the share with the rights and privileges belonging unto the said Sanborn, his executors, administrators and assigns against all and any person or persons what so ever. In witness where of I the said Rogers have here unto set my hand and seal this fifth day of August in the year of the Lord 1796. Signed, Sealed and Delivered in presence of Mary _____.

The length of time that books could be kept out was in the by-laws as two months but was voted on at each annual meeting and it was often changed to a 3-month period. Fines were imposed upon members keeping books out longer than the time limit, and these fines, along with taxes assessed each member every year, paid for new books. Damaged books and lost books had to be paid for by the person who had them out. The taxes varied each year and in 1804 were one shilling and six pence, in 1806 it was 25 cents on the head. In 1806 the members voted to have no tax, while in 1811 the tax was one dollar. In 1806 new members were taken into the social library at the rate of twenty-one shillings and six pence. Members were considered stockholders and the stock could be transferred but no stockholder could withdraw his stock from the library. A person could purchase stock from a

member and receive a certificate from the clerk of the society by presenting him the bill of sale from the purchaser.

The Barrington Social Library voted to incorporate at the meeting of 1808, and on February 27, 1809, the Rev. Balch took the oath of Librarian and Clerk, while Samuel Hale Esquire, Isaac Waldron Esquire, and James Hayes took the oath of Committee--the oath of office having to be given by a Justice of the Peace. In the incorporation the Library Society could receive grants, subscriptions, and donations of personal estate not exceeding \$1000.00 for the purpose and use of their association.

The annual meetings of the Social Library were posted for a week or more in advance of each meeting in two public places. Today it still has to be posted for two weeks prior to the meeting. Early in the 1800s the places of posting mentioned were "Mr. Balch's Meeting House" and some public place at Crown Point, referred to in one place as the "Temple". All books had to be returned to the library within 5 days of the meeting or a fine had to be paid. This fine was as much as \$1.00 per book. No books could be taken out 15 days prior to the meeting.

In the records of the meeting of November, 1820, it was voted to revise the by-laws of the society and the meeting was adjourned until January 1, 1821, at which time it was voted to repeal all by-laws existing and a new code of by-laws drawn up by a committee was accepted, but was not signed until 1822 with 32 members signing them. For a period of nearly a year the Social Library nearly was disbanded as the members voted in January 1822 to divide the books or pay the petitioner in compensation for their shares and a committee was named to divide the library. In March of the same year the voters of the January meeting were reconsidered and repealed and the new by-laws of the previous year were signed. New members at this time were accepted upon the payment of the appraised value of a share and had to subscribe to the charter and by-laws of the corporation. Privileges of the members were according to the shares owned. A member with one share could take out two bound volumes or three pamphlets while a member with two or more shares could take out twice the number of volumes and pamphlets. At this time the fine for a book kept out over two months was changed to one cent a day for each volume. No fine was to exceed the original cost of the book. No member could have a book out of his family and if he did he was fined twenty-five cents for each volume loaned. Today

the fine is two cents a day for adults after three weeks and one cent for children.

When the warrant was posted in January, 1834, one article in it was to see if the members of the Social Library and the Barrington Franklin Library should be united in one society and to see what method the members would take to unite the libraries. It wasn't until January, 1835, that the two did unite and it was voted to retain the name of the Barrington Social Library. A new set of by-laws and constitution weren't presented to the society until 1836 and they remained much the same as the previous set. It was mentioned in these by-laws that any member not paying his fines and assessments within three months after they became due and he had been notified, his shares in the association could be sold at public auction, the proceeds to be used to pay his fines and assessments, the surplus, if any, to be subject to the order of the delinquent member provided he should in one year pay the fines and assessments and he would be reinstated to his former privileges.

The library association was apparently dormant between 1843 and 1885 when it was reorganized on November 2. The by-laws and constitution were

revised but remained similar to the previous ones. The date of the annual meeting was changed from the second Wednesday in November to the last Saturday. At this time the length of time a book could be kept out was changed from two months to two weeks, but the time could be extended to four weeks by the say of the executive committee. Elmer E. Wiggin was chosen Secretary and the association retained the name Barrington Social Library. A suggestion of a life membership at a cost of \$15.00 was made but wasn't accepted. It was incorporated into the by-laws in 1924 that a person contributing \$25.00 shall be a life member.

Again there is a lapse in the records of the association from 1889 to 1920 but during this period the library was located in the vestry of the Congregational Church and Melvin Hall of Green Hill was the librarian. The library was opened each Sunday and Mr. Hall walked from his home, a distance of three to four miles, each Sunday for this purpose and also to attend church. This was done until about 1915. On October 13, 1920, the association was reorganized when a group of interested citizens met in the Grange Hall for this purpose. Mr. Elmer Wiggin was named Chairman Pro-Tem and was later elected President. He retained this office until 1951, and in 1952 he was made president emeritus of the Barrington Public Library

Association. At the reorganization meeting the name was changed from the Barrington Social Library to the Barrington Public Library. In 1923 the date of the annual meeting was changed from the first Wednesday in January to the first Wednesday in April.

The Library Association tried to obtain the Oak Hill School to use as a Public Library but was unable to do so at this time. It did purchase it in 1938 for a sum of \$100.00. The first annual meeting was held in the new library building in April 1940, and it remained in use as the library until 1954, when the library was moved into a room built for this purpose as part of the addition to the Barrington Grade School, where it is now located. During the winter months, while the library was located in the Oak Hill School, books could be obtained at the home of Mrs. William Haley.

When the association was unable to obtain the Oak Hill School in 1920, the members decided to start a building fund with which to build a community building in which the library would be located. In 1924, the fund had amounted to \$1494.48 in pledges and cash. Twice members of the association met with the Cemetery Association to see if the Cemetery Association would give them a piece of land on which to erect a community

building. In 1924, the trustees reported having investigated the property known as the May Place and the association purchased this property soon after. The library was then located in one room of the building until 1938 or 1939. The rest of the main floor was rented to the New England Tel. & Tel. Co. at a rate of \$10.00 a month for at least five years and was rented to private individuals as a home at other times until sold in 1944. The association first decided to dispose of this property in 1927. In the meantime, the association purchased additional land from Arthur W. Turner which was located between the Congregational Church and the Cemetery which they gave to the church in 1957 for the sum of \$1.00 with the provision that the Cemetery Association have a right of way through this property to Route 4 & 9. The old Oak Hill School was sold in 1955 to Thomas Menten for the use of the Catholic Group after the library moved into the school.

The greatest improvement to the Barrington Public Library came in 1954 when it moved into the Grade School. This made it available to more people and could be used for reference work at the school. The library hours formerly were on Thursday afternoons and with this move, the library is open each Thursday from 9:30-4:30 P.M. In addition, it is opened during

the P.T.A. meetings once a month and twice a month on the evening the Grange meets. Books are now available through the Bookmobile and in 1956 and 1957, the state librarian visited the library for the purpose of indexing and screening the books.

The association has been self-supporting throughout the years, although the town has made a yearly donation of \$100.00 for a good many years to be used for books and for the past two years raised this to \$200.00. The book committee purchases books each year for adults as well as children, and books have been donated by members and friends. Ten books were received from the Dover Library in 1950. Prior to 1931, no mention of the librarian receiving any pay was made. Since then, a gift has been given each year starting at \$10.00, and now \$50.00, and an assistant is also paid.

**History Part-2
1970's-2012**

1973 Library moved from school to the Town Hall Building (current location at 39 Province Lane) but still served a dual purpose as school/public library.

Librarians were Phyllis Andrade and Ann Brooks. Andrade retired after 10 years in 1974. Ann Brooks remained on as the school librarian.

1978 Peggy Smart becomes the school librarian.

1980 Irene Saunders becomes the school librarian and the library adds an assistant, Nancy T. Callahan. Hours expand.

1980 The Friends of the Library group is started.

1980 Irene and Nancy leave in November and Jennifer Wilson becomes the librarian.

1981 State Library Cards are stopped and residents need local card to access materials.

1982 School & Public libraries split. School books moved into the Elementary or Middle School while public library books remain in town hall location.

1983 Karen Littlefield becomes public librarian. Library is still a private association provided with funds from fees and dues.

1984-1986 Town funds are used to augment the public library budget.

1987 First library Summer Reading Program.

1988 At Town Meeting in 1988 the Town voted to establish the Barrington Library as a Public Library (pursuant to New Hampshire RSA 202-A:3) and accepted the books and equipment of the Barrington Library Association. The Trustee become elected officials.

1990- The library receives a \$50,000 bequest from Gladys Steel Lund.

1995 The Friends of the library produce an oral history book called "Traditions & Transitions" a compilation of interviews of Barrington residents to celebrate the 200th anniversary of the library.

1995- New librarian is hired, Laure Lam

1997- New librarian is hired, Amy (Richards) Inglis

1997- A public computer with Internet Access is showcased and a new online card catalog is unveiled. The old card catalog is phased out. Online databases are added to services.

1998 Adult Book group begins...continues to run to this day.

1996-1998 Annual Garden Tour...sponsored by the Friends of the Library.

1999 Annual Perennial sale fundraiser begins...done by the Friends of the Library.

2000- Library does a \$100,000 renovation to take over the first floor of the building at 39 Province Lane after the police move into their new building. We now have 3,900 sq. feet of space.

2000- The library receives a donation of \$8,000 for a children's materials trust fund from Thelma Swain. The library also received numerous donations to help furnish the facility.

2003- The library is named "Community Supporting Organization" of the year by UNH.

2005- Library Teen Advisory Board wins the NHLTA Special Library Service award for their fundraising and program help.

2009- Amy Inglis is named NH Librarian of the Year.

2011- A new online card catalog is purchased; Atrium is web based and allows online renewals, reserves, and a host of other capabilities.

2012- The library remains in the renovated space. Circulation has risen to over 100,000 items per year and the library is full, with over 36,000 items. Plans for a new library are being developed by the library Trustees.

2013- The Library has 100,842 circulations, the highest number in our history. The library is offering digital materials for check out on electronic devices and we begin to circulate electronic devices such as Kindles and Tablets. The Friends of the Library donate a large screen TV for use in the meeting room for presentations and gaming tournaments. New wall shelving is purchased to try and make room for the growing collection in the current small space.

2014- The Library is nominated for the National Medal for Museum and Library Services by Senator Jeanne Shaheen. We are not selected but even a nomination is an honor! Donor purchases all new chairs for our meeting room and second flat screen TV is donated for gaming days. A donation of LEGOS makes a new LEGO building club a reality. The ability to pay fines or fee for lost books by credit card is

added and an online registration module is installed so patrons can sign up for programs from home. Plans for a new library continue to be hashed out.

2015- The library began circulating digital magazines in addition to e-books and download audio. The library also purchased a new public access computer server system and a system to track Wi-Fi usage which we offer free to patron 24/7. Library website was revamped to work better on mobile devices. New adult programming is added including art classes and crafting sessions. Creation kits (science and technology games) were added to the circulating collection and our video game collection was expanded. A new Library Foundation is started to help raise funds towards a new library facility.

2016- Another digital service that offers download music, movies, comics and TV shows is added. The Library Foundation raises its first funds to hire a fundraising consultant and the Board of Selectmen approves the library going ahead with conceptual drawings for a building to be located on a portion of the parcel previously inhabited by the Town Hall. Plans are developed and work begins on a feasibility study for fundraising and materials to educate the public on the project.



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

August 24, 2016

William Cass, P.E.
Assistant Commissioner

Casey O'brien, Chairman of Selectmen
Town of Barrington
PO Box 660
Barrington, NH 03825

Re: Barrington Highway Block Grant Aid - in Accordance with RSA 235:23
Payment for Maintenance, Construction and Reconstruction of Class IV and V Highways

Dear Mr. O'brien:

The following is notification of State Highway Block Grant Aid available to your town in State Fiscal Year 2017 (July 1, 2016 thru June 30, 2017) based on estimated revenues through June 30, 2016. The Block Grant Aid payment includes an additional payment resulting from the increased highway revenue from Senate Bill (SB) 367 that was effective July 1, 2014. The total could possibly change based on final audited State Fiscal Year 2016 revenues. The resulting adjustment will be reflected in the April payment. Corrections were made to the unaudited 2016 revenue estimate following the July 2016 payment. As a result of the revenue correction, the October 2016 payment will include a downward adjustment to reconcile the overpayment included in the July 2016 distribution. The sum of the July and October payments will equal 60% of the annual total as prescribed in RSA 235:25. Funding is anticipated to be available upon the availability and continued appropriation of funds in the future operating budget.

State Highway Block Grant Aid anticipated to be available to the Town of Barrington during Fiscal Year 2017 (July 1, 2016 to June 30, 2017) is as follows:

Table with 2 columns: Payment Period and Amount. Rows include July 2016 Actual Payment (\$66,583.80), October 2016 Actual Payment (\$61,630.94), January 2017 Actual Payment (\$42,738.25), and April 2017 Estimated Payment (\$42,738.26).

TOTAL FOR FY 2017: \$213,691.25

In generalized terms and in accordance with statutory provisions for distribution of Apportionment "A" and SB 367 funds, a disbursement is made of approximately \$1,439.00 for each mile of Class IV and Class V highway inventoried by each municipality and approximately \$13.00 for each person residing in a municipality based on the state planning estimate of population. Apportionment "B" is distributed this year to 18 small towns under a somewhat more complicated formula as specified in RSA 235:23, which recognizes the economics of maintaining their Class V highway mileage when considered in relationship to their equalized valuation tax base.

Please contact us at 271-3344 if you have any questions.

Sincerely,

[Handwritten signature of Nancy J. Mayville]

Nancy J. Mayville, PE
Municipal Highways Engineer
Bureau of Planning and Community Assistance

NJM/dmp

DUDE JDE=ESCL, END;

EscrowDirect
P 01 PAGE 1

TD BANK, N.A.
ATTN: ESCROW SERVICES AIM 02-206-01-23
6000 ATRIUM WAY
MT LAUREL, NJ 08054
(866) 327-7450
MONTHLY TOTAL STATEMENT
AS OF MAY 31, 2016

TOWN OF BARRINGTON
TRUSTEE OF TRUST FUND
C/O REBECCA LENZI
155 YOUNG ROAD
BARRINGTON NH 03825

MASTER: 0000000022042
DISBURSEMENT ACCT: .1450

CHECKS PAID THIS STATEMENT PERIOD
(IN CHECK NUMBER ORDER)

CHECK NBR	DATE PAID	ACCOUNT NBR	AMOUNT	CHECK NBR	DATE PAID	ACCOUNT NBR	AMOUNT
000002209	05/06/2016	0355	10,301.26	000002211*	05/17/2016	0206	56,971.75

* INDICATES GAP IN CHECK SEQUENCE

NUMBER OF CHECKS PAID: 2 DOLLAR AMOUNT OF CHECKS PAID: 67,273.01

DEPOSITS CREDITED THIS STATEMENT PERIOD
(IN DATE CREDITED ORDER)

DATE CREDITED	SUB ACCOUNT	AMOUNT	DATE CREDITED	SUB ACCOUNT	AMOUNT

NUMBER OF DEPOSITS CREDITED: 0 DOLLAR AMOUNT OF DEPOSITS CREDITED: 0.00

MONTHLY TRANSACTION TOTALS

ACCOUNT TITLE 1	ACCOUNT TITLE 2	BEGINNING BALANCE	TOTAL CREDITS	TOTAL DEBITS	ENDING BALANCE
TOWN OF BARRINGTON TRUS	E/F COMMON CEMETERY	20,526.09	2.52	.00	20,528.61
TOWN OF BARRINGTON TRUS	E/F JP PIERCE CEMETERY F	7,114.97	.88	.00	7,115.85
TOWN OF BARRINGTON TRUS	E/F PINE GROVE CEMETERY	47,680.51	5.86	.00	47,686.37
TOWN OF BARRINGTON TRUS	E/F AJ CALLEF CEMETERY FU	19,006.40	2.34	.00	19,008.74
TOWN OF BARRINGTON TRUS	E/F ALBERT AND CELIA WOO	1,904.98	.13	.00	1,905.11
TOWN OF BARRINGTON TRUS	E/F FIRE TRUCK	348,369.38	42.84	.00	348,412.22
TOWN OF BARRINGTON TRUS	E/F LAMPREY SOLID MASTER	26,088.16	3.21	.00	26,091.37
TOWN OF BARRINGTON TRUS	E/F FACILITIES SCHOOL DI	299,921.10	34.78	.00	242,984.13
TOWN OF BARRINGTON TRUS	E/F HIGHWAY EQUIPMENT	108,858.75	13.39	.00	108,872.14
TOWN OF BARRINGTON TRUS	E/F COMPACTOR MAINTENANC	2,347.78	.28	.00	2,348.06
TOWN OF BARRINGTON TRUS	E/F SCHOOL DISTRICT SPEC	363,675.45	44.71	.00	363,720.16
TOWN OF BARRINGTON TRUS	E/F CEMETERY LAND EXPANS	62,180.84	7.65	.00	62,188.49
TOWN OF BARRINGTON TRUS	E/F ROAD RECLAMATION	3,959.27	.49	.00	3,959.76
TOWN OF BARRINGTON TRUS	E/F SWAINS DAM	63,582.38	7.82	.00	63,590.20
TOWN OF BARRINGTON TRUS	E/F COMMUNICATION UPGRAD	28,274.75	3.47	.00	28,278.22

DUDE JDE=ESCU, END;

EscrowDirect
P TI PAGE 2

FD BANK, N.A.
AFFIN: ESCROW SERVICES ADM 02-206-01-23
6000 ATRIUM WAY
MT LAUREL, NJ 08054
(866) 327-7450
MONTHLY TOTAL STATEMENT
AS OF MAY 31, 2016

TOWN OF BARRINGTON
TRUSTEE OF TRUST FUND
C/O REBECCA LENZI
155 YOUNG ROAD
BARRINGTON NH 03825

MASTER: 0000000022042
DISBURSEMENT ACCT: 1.450

MONTHLY TRANSACTION TOTALS

ACCOUNT TITLE 1	ACCOUNT TITLE 2	BEGINNING BALANCE	TOTAL CREDITS	TOTAL DEBITS	ENDING BALANCE
TOWN OF BARRINGTON TRUS	E/F SWAINS LAKE VILLAGE	748.12	.09	.00	748.21
TOWN OF BARRINGTON TRUS	E/F LIBRARY TECHNOLOGY	5,938.80	.73	.00	5,939.53
TOWN OF BARRINGTON TRUS	E/F TOWN BUILDING PRESER	73,060.59	8.98	.00	73,069.57
TOWN OF BARRINGTON TRUS	E/F FIRE RESCUE EQUIPME	50,088.58	6.16	.00	50,094.74
TOWN OF BARRINGTON TRUS	E/F SCHOOL TECHNOLOGY	25,070.89	3.08	.00	25,073.97
TOWN OF BARRINGTON TRUS	E/F TRANSPORTATION FEE R	157,029.79	18.47	10,301.26	146,747.00
TOWN OF BARRINGTON TRUS	E/F BRIDGE CAPITAL RESER	205,295.56	25.24	.00	205,320.80
TOWN OF BARRINGTON TRUS	E/F CEMETERY CAPITAL RES	56,239.49	6.92	.00	56,246.41
TOWN OF BARRINGTON TRUS	E/F UNANTICIPATED HIGH S	460,868.39	36.99	200,000.00	260,905.38
TOWN OF BARRINGTON TRUS	E/F EMERGENCY ROAD REPAI	150,131.44	18.46	.00	150,149.90
TOTALS:		2,587,062.46	295.49	267,273.01	2,320,084.94

DJDE JDE=ESCL, END;

EscrowDirect
P S3 PAGE 1

TD BANK, N.A.
ATTN: ESCROW SERVICES ATM 02-206-01-23
6000 ATRIUM WAY
MT LAUREL, NJ 08054
(866) 327-7450
ESCROW ACCOUNT SUMMARY
AS OF MAY 31, 2016

TOWN OF BARRINGTON
TRUSTEE OF TRUST FUND
C/O REBECCA LENZI
155 YOUNG ROAD
BARRINGTON NH 03825
MASTER: 00000000022042
DISBURSEMENT ACCT: 1450

TRUST FUNDS 00001

TRUST FUNDS

ACCOUNT NAME	TOTAL INT	NET INT	PREVIOUS MONTH-END
TAX ID	MTD	MTD	CURRENT MONTH-END
ACCOUNT NBR	YTD	YTD	CREDITS/DEBITS

TOWN OF BARRINGTON TRUSTEE OF TRUST FUND			
E/F COMMON CEMETERY			
C/O REBECCA LENZI	2.52	2.52	1
*****1338 03/13/2015	12.78	12.78	2.52
INITIAL BALANCE			0
MEMO 1: 3/1/1966			.00
MEMO 2: NHPDIP 0017	20,493.16		
TOTAL CR			20,526.09
TOTAL DR			20,528.61

TOWN OF BARRINGTON TRUSTEE OF TRUST FUND			
E/F JP PIERCE CEMETERY FUND			
C/O REBECCA LENZI	.88	.88	1
*****1338 03/13/2015	4.43	4.43	.88
INITIAL BALANCE			0
MEMO 1: 9/1/1984			.00
MEMO 2: NHPDIP 0018	7,103.56		
TOTAL CR			7,114.97
TOTAL DR			7,115.85

TOWN OF BARRINGTON TRUSTEE OF TRUST FUND			
E/F PINE GROVE CEMETERY			
C/O REBECCA LENZI	5.86	5.86	1
*****1338 03/13/2015	29.70	29.70	5.86
INITIAL BALANCE			0
MEMO 1: 6/1/1985			.00
MEMO 2: NHPDIP 0009	47,604.02		
TOTAL CR			47,680.51
TOTAL DR			47,686.37

DUDE JDE-ESCL, END;

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TD BANK, N.A.
ATTN: ESCROW SERVICES AIM 02-206-01-23
6000 ATRIUM WAY
MT LAUREL, NJ 08054
(866) 327-7450
ESCROW ACCOUNT SUMMARY
AS OF MAY 31, 2016

MASTER: 00000000022042
DISBURSEMENT ACCT: .1450

TOWN OF BARRINGTON
TRUSTEE OF TRUST FUND
C/O REBECCA LENZI
155 YOUNG ROAD
BARRINGTON NH 03825

TRUST FUNDS 00001

ACCOUNT NAME	TOTAL INT	ADMIN FEE	NET INT	CREDITS/DEBITS	PREVIOUS MONTH-END
TAX ID	MTD	MTD	MTD		CURRENT MONTH-END
ACCOUNT NBR	YTD	YTD	YTD		

TOWN OF BARRINGTON TRUSTEE OF TRUST FUND					
E/F AJ CALEF CEMETERY FUND					
C/O REBECCA LENZI					
****1338 03/13/2015	2.34	.00	2.34	1	19,006.40
0157	11.84	.00	11.84	2.34	19,008.74
INITIAL BALANCE				0	
MEMO 1: 6/1/1985					
MEMO 2: NHEPIP 0008	18,975.91				
TOTAL CR					
TOTAL DR					

TOWN OF BARRINGTON TRUSTEE OF TRUST FUND					
E/F ALBERT AND CELIA WOOD LIBRARY ACCT					
C/O REBECCA LENZI					
****1338 09/08/2015	.13	.00	.13	1	1,004.98
0404	.63	.00	.63	.13	1,005.11
INITIAL BALANCE				0	
MEMO 1: 8/28/1980					
MEMO 2:	1,004.04				
TOTAL CR					
TOTAL DR					

TOTALS:					
ACCOUNTS:	5	.00	11.73	5	95,332.95
TOTAL CR					
TOTAL DR					
TOTAL			59.38	0	95,344.68
TOTAL DR					
TOTAL CR					
TOTAL					

DUDE JDE=ESCL, END;

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TD BANK, N.A.
ATTN: ESCROW SERVICES ATM 02-206-01-23
6000 ATRIUM WAY
MT LAUREL, NJ 08054
(866) 327-7450
ESCROW ACCOUNT SUMMARY
AS OF MAY 31, 2016

MASTER: 00000000022042
DISBURSEMENT ACCT: 1450

TOWN OF BARRINGTON
TRUSTEE OF TRUST FUND
C/O REBECCA LENZI
155 YOUNG ROAD
BARRINGTON NE 03825

CAPITAL RESERVES 00002

ACCOUNT NAME	TOTAL INT	ADMIN FEE	NET INT	CREDITS/DEBITS	PREVIOUS MONTH-END
TAX ID	MTD	MTD	YTD		CURRENT MONTH-END
ACCOUNT NBR	YTD	YTD			

TOWN OF BARRINGTON TRUSTEE OF TRUST FUND					
E/F FIRE TRUCK					
C/O REBECCA LENZI	42.84	.00	42.84	1	348,369.38
*****1338 03/13/2015	197.33	.00	197.33	42.84	348,412.22
INITIAL BALANCE	247,888.69			0	
MEMO 1: 12/1/1988					
MEMO 2: NHEPIP 0001					
TOTAL CR					
TOTAL DR					

TOWN OF BARRINGTON TRUSTEE OF TRUST FUND					
E/F LAMPREY SOLID WASTER					
C/O REBECCA LENZI	3.21	.00	3.21	1	26,088.16
*****1338 03/13/2015	16.25	.00	16.25	3.21	26,091.37
INITIAL BALANCE	26,046.31			0	
MEMO 1: 12/1/1994					
MEMO 2: NHEPIP 0007					
TOTAL CR					
TOTAL DR					

TOWN OF BARRINGTON TRUSTEE OF TRUST FUND					
E/F FACILITIES SCHOOL DISTRICT C/R #1					
C/O REBECCA LENZI	34.78	.00	34.78	1	299,921.10
*****1338 03/16/2015	201.50	.00	201.50	34.78	242,984.13
INITIAL BALANCE	360,060.57			1	
MEMO 1: 5/1/1990 F/K/A SCHOOL DIS					
MEMO 2: C/R #1 NHEPIP 0011					
TOTAL CR					
TOTAL DR					

DJE JDE=ESCL, END;

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TD BANK, N.A.
ATTN: ESCROW SERVICES AIM 02-206-01-23
6000 ATRIUM WAY
MT LAUREL, NJ 08054
(866) 327-7450
ESCROW ACCOUNT SUMMARY
AS OF MAY 31, 2016

MASTER: 00000000022042
DISBURSEMENT ACCT: .1450

TOWN OF BARRINGTON
TRUSTEE OF TRUST FUND
C/O REBECCA LENZI
155 YOUNG ROAD
BARRINGTON NH 03825

CAPITAL RESERVES 00002

ACCOUNT NAME	TOTAL INT	ADMIN FEE	NET INT	PREVIOUS MONTH-END
TAX ID	MTD	MTD	MTD	CURRENT MONTH-END
ACCOUNT NBR	YTD	YTD	YTD	CREDITS/DEBITS

TOWN OF BARRINGTON TRUSTEE OF TRUST FUND				
E/F HIGHWAY EQUIPMENT				
C/O REBECCA LENZI	13.39	.00	13.39	1
*****1338 03/16/2015	75.21	.00	75.21	13.39
.0214				0
INITIAL BALANCE	120,611.51			.00
MEMO 1: 12/1/1981				
MEMO 2: NEHDIP 0014				
TOTAL CR				108,858.75
TOTAL DR				108,872.14

TOWN OF BARRINGTON TRUSTEE OF TRUST FUND				
E/F COMPACTOR MAINTENANCE				
C/O REBECCA LENZI	.28	.00	.28	1
*****1338 03/16/2015	1.46	.00	1.46	.28
.0222				0
INITIAL BALANCE	2,344.01			.00
MEMO 1: 12/1/1994				
MEMO 2: NEHDIP 0016				
TOTAL CR				2,347.78
TOTAL DR				2,348.06

TOWN OF BARRINGTON TRUSTEE OF TRUST FUND				
E/F SCHOOL DISTRICT SPECIAL ED				
C/O REBECCA LENZI	44.71	.00	44.71	1
*****1338 03/16/2015	226.53	.00	226.53	44.71
.0230				0
INITIAL BALANCE	363,092.02			.00
MEMO 1: 12/1/2000				
MEMO 2: NEHDIP 0020				
TOTAL CR				363,675.45
TOTAL DR				363,720.16

DUDE JDE=ESCL, END;

TD BANK, N.A.
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(866) 327-7450
ESCROW ACCOUNT SUMMARY
AS OF MAY 31, 2016

TD BANK, N.A.
ATTN: ESCROW SERVICES
6000 ATRIUM WAY
MT LAUREL, NJ 08054
(866) 327-7450
ESCROW ACCOUNT SUMMARY
AS OF MAY 31, 2016

TOWN OF BARRINGTON
TRUSTEE OF TRUST FUND
C/O REBECCA LENZI
155 YOUNG ROAD
BARRINGTON NH
03825

MASTER: 00000000022042
DISBURSEMENT ACCT: .1450

CAPITAL RESERVES 00002

ACCOUNT NAME	TOTAL INT	ADMIN FEE	NET INT	CREDITS/DEBITS	PREVIOUS MONTH-END
TAX ID	MTD	MTD	MTD		CURRENT MONTH-END
ACCOUNT NBR	YTD	YTD	YTD		
TOWN OF BARRINGTON TRUSTEE OF TRUST FUND					
E/F CEMETERY LAND EXPANSION					
CAPITAL RESERVE - C/O REBECCA LENZI	7.65	.00	7.65	1	62,180.84
****1338 03/16/2015	37.66	.00	37.66	7.65	62,188.49
0248				0	
INITIAL BALANCE	50,084.51			.00	
MEMO 1: 12/2000 FKA CEMETERY WELL					
MEMO 2: 8 BUILDING NHPDIP 0022					
TOWN OF BARRINGTON TRUSTEE OF TRUST FUND					
E/F ROAD RECLAMATION					
C/O REBECCA LENZI	.49	.00	.49	1	3,959.27
****1338 03/16/2015	2.47	.00	2.47	.49	3,959.76
0256				0	
INITIAL BALANCE	3,952.92			.00	
MEMO 1: 12/1/2001					
MEMO 2: NHPDIP 0024					
TOWN OF BARRINGTON TRUSTEE OF TRUST FUND					
E/F SWAINS DAM					
C/O REBECCA LENZI	7.82	.00	7.82	1	63,582.38
****1338 03/16/2015	39.60	.00	39.60	7.82	63,590.20
.0264				0	
INITIAL BALANCE	51,481.12			.00	
MEMO 1: 12/1/2002					
MEMO 2: NHPDIP 0025					

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DDE JDE=ESCL, END;

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ATTN: ESCROW SERVICES AIM 02-206-01-23
6000 ATRIUM WAY
MT LAUREL, NJ 08054
(866) 327-7450
ESCROW ACCOUNT SUMMARY
AS OF MAY 31, 2016

MASTER: 00000000022042
DISBURSEMENT ACCT: 1450

TOWN OF BARRINGTON
TRUSTEE OF TRUST FUND
C/O REBECCA LENZI
155 YOUNG ROAD
BARRINGTON NH 03825

CAPITAL RESERVES 00002

ACCOUNT NAME	TOTAL INT	ADMIN FEE	NET INT	CREDITS/DEBITS	PREVIOUS MONTH-END
TAX ID	MTD	MTD	MTD		CURRENT MONTH-END
ACCOUNT NBR	YTD	YTD	YTD		

TOWN OF BARRINGTON TRUSTEE OF TRUST FUND					
E/F TOWN BUILDING PRESERVATION					
C/O REBECCA LENZI					
*****1338 03/16/2015	8.98	.00	8.98	1	73,060.59
0321	45.51	.00	45.51	8.98	73,069.57
INITIAL BALANCE	72,943.38			0	
MEMO 1: 2010				.00	
MEMO 2: NHPDIP 0033					
TOTAL CR					
TOTAL DR					

TOWN OF BARRINGTON TRUSTEE OF TRUST FUND					
E/F FIRE RESCUE EQUIPMENT					
C/O REBECCA LENZI					
*****1338 03/16/2015	6.16	.00	6.16	1	50,088.58
0339	27.27	.00	27.27	6.16	50,094.74
INITIAL BALANCE	30,023.86			0	
MEMO 1: 3/25/2012				.00	
MEMO 2: NHPDIP 0035					
TOTAL CR					
TOTAL DR					

TOWN OF BARRINGTON TRUSTEE OF TRUST FUND					
E/F SCHOOL TECHNOLOGY					
C/O REBECCA LENZI					
*****1338 03/16/2015	3.08	.00	3.08	1	25,070.89
0347	15.61	.00	15.61	3.08	25,073.97
INITIAL BALANCE	25,030.67			0	
MEMO 1: 2012				.00	
MEMO 2: NHPDIP 0036					
TOTAL CR					
TOTAL DR					

DUDE JDE=ESCL, END;

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ATTN: ESCROW SERVICES AIM 02-206-01-23
6000 ATRIUM WAY
MT LAUREL, NJ 08054
(866) 327-7450
ESCROW ACCOUNT SUMMARY
AS OF MAY 31, 2016

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TOWN OF BARRINGTON
TRUSTEE OF TRUST FUND
C/O REBECCA LENZI
155 YOUNG ROAD
BARRINGTON NH 03825
MASTER: 00000000022042
DISBURSEMENT ACCT: 1450

CAPITAL RESERVES 00002

ACCOUNT NAME	OPEN DATE	TOTAL INT	ADMIN FEE	NET INT	CREDITS/DEBITS	PREVIOUS MONTH-END
TAX ID	ACCOUNT NBR	MTD	MTD	MTD		CURRENT MONTH-END
		YTD	YTD	YTD		

TOWN OF BARRINGTON TRUSTEE OF TRUST FUND						
E/F TRANSPORTATION FEE ROAD CAPITAL						
IMPROVEMENT - C/O REBECCA LENZI						
*****1338	03/16/2015	18.47	.00	18.47	1	157,029.79
INITIAL BALANCE		80.54	.00	80.54	18.47	146,747.00
MEMO 1: 2012 FKA ROAD CAPITAL						
MEMO 2: IMPROVEMENT NHPDIP 0037					10,301.26	
TOTAL CR						
TOTAL DR						

TOWN OF BARRINGTON TRUSTEE OF TRUST FUND						
E/F BRIDGE CAPITAL RESERVE FUND						
C/O REBECCA LENZI						
*****1338	03/16/2015	25.24	.00	25.24	1	205,295.56
INITIAL BALANCE		108.21	.00	108.21	25.24	205,320.80
MEMO 1: 2013						
MEMO 2: NHPDIP 0038					0	
TOTAL CR						
TOTAL DR						

TOWN OF BARRINGTON TRUSTEE OF TRUST FUND						
E/F CEMETERY CAPITAL RESERVE FUND						
C/O REBECCA LENZI						
*****1338	03/16/2015	6.92	.00	6.92	1	56,239.49
INITIAL BALANCE		35.03	.00	35.03	6.92	56,246.41
MEMO 1: 2013						
MEMO 2: NHPDIP 0039					0	
TOTAL CR						
TOTAL DR						

TD BANK, N.A.
ATTN: ESCROW SERVICES A/M 02-206-01-23
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(866) 327-7450
ESCROW ACCOUNT SUMMARY
AS OF MAY 31, 2016

MASTER: 00000000022042
DISBURSEMENT ACCT: 1450

TOWN OF BARRINGTON
TRUSTEE OF TRUST FUND
C/O REBECCA LENZI
155 YOUNG ROAD
BARRINGTON NH 03825

CAPITAL RESERVES 00002

ACCOUNT NAME	TOTAL INT	ADMIN FEE	NET INT	CREDITS/DEBITS	PREVIOUS MONTH-END
TAX ID	MTD	MTD	MTD		CURRENT MONTH-END
ACCOUNT NBR	YTD	YTD	YTD		

TOWN OF BARRINGTON TRUSTEE OF TRUST FUND					
E/F UNANTICIPATED HIGH SCHOOL					
TUITION COSTS - C/O REBECCA LENZI	36.99	.00	36.99	1	460,868.39
*****1338 03/16/2015		.00			
0389	267.40	.00	267.40	36.99	260,905.38
INITIAL BALANCE	460,129.04			1	
MEMO 1: 2013					
MEMO 2: NHRDIP 0040			200,000.00		
TOTAL CR					460,868.39
TOTAL DR					260,905.38

TOWN OF BARRINGTON TRUSTEE OF TRUST FUND					
E/F EMERGENCY ROAD REPAIR					
C/O REBECCA LENZI	18.46	.00	18.46	1	150,131.44
*****1338 04/08/2015		.00			
0397	73.84	.00	73.84	18.46	150,149.90
INITIAL BALANCE	100,000.00			0	
MEMO 1:					
MEMO 2:				.00	
TOTAL CR					150,131.44
TOTAL DR					150,149.90

TOTALS:					
ACCOUNTS:	20	.00	283.76	20	2,491,729.51
				283.76	
			1,472.78	3	2,224,740.26
					267,273.01



SUMMARY INVENTORY OF VALUATION

Submit to the Department of Revenue Administration by September 1

Instructions

Note: for ease of use please begin at the last section and work forward.

REPORTS REQUIRED: RSA 21-J:34 as amended, provides for certification of valuations, appropriations, estimated revenues and such other information as the Department of Revenue Administration may require upon reports prescribed for that purpose.

NOTE: The values and figures provided represent the detailed values that are used in the city/towns tax assessments and sworn to uphold under Oath per RSA 75:7. Please complete all applicable pages and refer to the instructions for individual items.

For Assistance Please Contact:

DRA Municipal and Property Division
Phone: (603) 230-5090
<http://www.revenue.nh.gov/mun-prop/>

ENTITY'S INFORMATION ?

Entity Type: Municipality Village

Municipality: BARRINGTON

County: STRAFFORD

Original Date: 08/22/2016

Revision Date:

ASSESSOR

Corcoran Consulting

Assessor's Name

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

MUNICIPAL OFFICIALS

Municipal Official 1

Municipal Official 2

Municipal Official 3

Municipal Official 4

Municipal Official 5

Municipal Official 6

Under penalties of perjury, We declare that we have examined the information contained in this form and to the best of our belief it is true, correct and complete.

PREPARER'S INFORMATION

Suzanne McNeil

Preparer's Name

603-664-0148

Phone Number

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

barsel@metrocast.net

Email (optional)



Municipality Values

Value Land Only (Exclude amount listed in lines 3A, 3B and 4) ?

		Number of Acres	Assessed Valuation
1-A	Current Use (At current values) RSA 79-A ?	12,289.69	\$854,380
1-B	Conservation Restriction Assessment RSA 79-B ?		
1-C	Discretionary Easements RSA 79-C ?	3.91	\$78
1-D	Discretionary Preservation Easements RSA 79-D ?		
1-E	Taxation of Land Under Farm Structures RSA 79-F ?		
1-F	Residential Land (Improved and Unimproved) ?	11,997.01	\$289,377,500
1-G	Commercial/Industrial Land (excluding Utility Land) ?	1,149.57	\$26,953,000
1-H	Total of Taxable Land ?	25,440.18	\$317,184,958
1-I	Tax Exempt and Non-Taxable Land ?	2,950.22	\$11,934,500

Value Buildings Only (Exclude amount listed in lines 3A and 3B) ?

		Number of Structures	Assessed Valuation
2-A	Residential ?		\$507,742,900
2-B	Manufactured Housing as defined in RSA 674:31 ?		\$19,619,100
2-C	Commercial/Industrial (excluding Utility buildings) ?		\$68,662,500
2-D	Discretionary Preservation Easements RSA 79-D ?		
2-E	Taxation of Farm Structures RSA 79-F ?		
2-F	Total of Taxable Buildings ?		\$596,024,500
2-G	Tax Exempt and Non-Taxable Buildings ?		\$41,186,900

Utilities and Timber ?

		Assessed Valuation
3-A	Utilities ?	\$10,460,300
3-B	Other Utilities ?	
4	Mature Wood and Timber RSA 79:5 ?	

5) Valuation before Exemptions (Total of lines 1H, 2F, 3A, 3B and 4) ?

\$923,669,758



2015
MS1

last year

Municipality Values

Value Land Only (Exclude amount listed in lines 3A, 3B and 4)

	Number of Acres	Assessed Valuation
1-A Current Use (At current values) RSA 79-A	12,218.9	\$851,143
1-B Conservation Restriction Assessment RSA 79-B		
1-C Discretionary Easements RSA 79-C	3.91	\$78
1-D Discretionary Preservation Easements RSA 79-D		
1-E Taxation of Land Under Farm Structures RSA 79-F		
1-F Residential Land (Improved and Unimproved)	12,113.89	\$293,273,400
1-G Commercial/Industrial Land (excluding Utility Land)	1,160.08	\$26,899,400
1-H Total of Taxable Land	25,496.78	\$321,024,021
1-I Tax Exempt and Non-Taxable Land	2,908.02	\$12,445,000

Value Buildings Only (Exclude amount listed in lines 3A and 3B)

	Number of Structures	Assessed Valuation
2-A Residential		\$496,734,600
2-B Manufactured Housing as defined in RSA 674:31		\$19,263,700
2-C Commercial/Industrial (excluding Utility buildings)		\$67,902,800
2-D Discretionary Preservation Easements RSA 79-D		
2-E Taxation of Farm Structures RSA 79-F		
2-F Total of Taxable Buildings		\$583,901,100
2-G Tax Exempt and Non-Taxable Buildings		\$43,070,700

Utilities and Timber

	Assessed Valuation
3-A Utilities	\$10,460,300
3-B Other Utilities	
4 Mature Wood and Timber RSA 79:5	

5) Valuation before Exemptions (Total of lines 1H, 2F, 3A, 3B and 4)

\$915,385,421

2016-923,689,758

NOTE

2015 compare 2016



Exemptions

		Total # Granted	Assessed Valuation
6	Certain Disabled Veterans (RSA 72:36-a) ?		
7	Improvements to Assist the Deaf RSA (72:38-b V) ?		
8	Improvements to Assist Persons with Disabilities (RSA 72:37-a) ?		
9	School Dining/Dormitory/Kitchen Exemption (RSA 72:23-IV) ?		
10a	Non-Utility Water & Air Pollution Control Exemption (RSA 72:12-a) ?		
10b	Utility Water & Air Pollution Control Exemption (RSA 72:12-a) ?		
11) Modified Assessed Valuation of all Properties (Line 5 minus lines 6, 7, 8, 9, 10a, 10b) ?			\$923,669,758

Summation of Exemptions ?

	Amount Per Exemption	Total # Granted	Assessed Valuation
12	Blind Exemption (RSA 72:37) ?	2	\$30,000
13	Elderly Exemption (RSA 72:39-a & b)	99	\$9,032,369
14	Deaf Exemption (RSA 72:38-b) ?		
15	Disabled Exemption (RSA 72:37-b) ?	38	\$1,536,800
16	Wood Heating Energy Systems Exemption (RSA 72:70) ?		
17	Solar Energy Systems Exemption (RSA 72:62) ?	18	\$90,000
18	Wind Powered Energy Systems Exemption (RSA 72:66) ?		
19	Add'l School Dining/Dormitory/Kitchen Exemptions (RSA 72:23-IV) ?		
20) Total Dollar Amount of Exemptions (sum of lines 12-19)			\$10,689,169

Calculations

21 NET VALUATION: Used to Compute Municipal, County, and Local Education Tax Rates (Line 11 minus Line 20)	\$912,980,589
22 LESS UTILITIES (Line 3A) Do not include the value of other utilities listed in Line 3B	\$10,460,300
23 NET VALUATION WITHOUT UTILITIES TO COMPUTE STATE EDUCATION TAX (Line 21 minus Line 22)	\$902,520,289

Notes:



Utility Summary: Electric, Hydroelectric, Renewable - Misc., Nuclear, Gas/Pipeline, Water & Sewer

Utility Value Appraiser ?

Who Appraises/Establishes the Utility Value in the Municipality? (If multiple, please list)

Corcoran Appraisal

If the Municipality Uses DRA Utility Values, is it Equalized By The Ratio? Yes No

SECTION A

List Electric Companies ?

Electric Company

Assessed Valuation

PSNH DBA EVERSOURCE ENERGY	\$10,460,300

A1 Total of all Electric Companies listed in this section:

\$10,460,300

List Gas Companies ?

Gas Company

Assessed Valuation

A2 Total of all Gas Companies listed in this section:



List Water and Sewer Companies (7)

Water/Sewer Company	Assessed Valuation
A3 Total of all Water and Sewer Companies listed in this section:	
Grand Total Valuation of all Sect. A Utility Companies	\$10,460,300

SECTION B

List Other Utility Companies (7)

Other Utility Company	Assessed Valuation
B1 Total of All Other Companies listed in this section (must agree with line 3B):	



Tax Credits and Exemptions

Veterans' Tax Credits

Credit Description	Limits	Number of Individuals	Estimated Tax Credits
Veterans' Tax Credit/Optional Veterans' Tax Credit (RSA 72:28) <small>(\$50 Standard Credit, \$51 up to \$500 upon adoption by city/town)</small>	\$450	442	\$198,900
Surviving Spouse (RSA 72:29-a) <small>"The surviving spouse of any person who was killed or died while on active duty in the armed forces of the United States..." (\$700 Standard Credit, \$701 up to \$2,000 upon adoption by city or town)</small>	\$2,000	3	\$6,000
Tax Credit for Service-Connected Total Disability (RSA 72:35) <small>"Any person who has been honorably discharged from the military service of the United States and who has total and permanent service-connected disability, or who is a double amputee or paraplegic because of service-connected injury..." (\$700 Standard Credit, \$701 up to \$2,000 upon adoption by city or town)</small>	\$2,000	24	\$48,000
Total Number and Amount		469	\$252,900

*If both husband and/or wife qualify for the credit they count as 2. If someone is living at a residence such as a brother & sister, and one qualifies count as 1, not one-half.

Disabled and Deaf Exemption Report

	Disabled Exemption Report (RSA 72:37-b)		Deaf Exemption Report (RSA 72:38-b)	
	Single	Married	Single	Married
Income Limits	\$30,000	\$75,000		
Asset Limits	\$50,000	\$75,000		

Elderly Exemption Report - RSA 72:39-a

First Time Filers Granted Elderly Exemption for Current Tax Year			Total Number of Individuals Granted an Elderly Exemption for the Current Tax Year & Total Number of Exemptions Granted			
Age	#	Amount Per Individual	Age	#	Max Allowable Exemption	Total Actual Exemption Granted
65-74		\$85,000	65-74	48	\$4,080,000	\$3,313,800
75-79		\$127,500	75-79	18	\$2,295,000	\$1,558,369
80+		\$161,500	80+	33	\$5,329,500	\$4,160,200
Total				99	\$11,704,500	\$9,032,369

Income Limits	Single	Married	Asset Limits	Single	Married
	\$30,000	\$50,000		\$125,000	\$125,000

Community Tax Relief Incentive - RSA 79-E

Adopted: Yes No

Taxation of Qualifying Historic Buildings - RSA 79-G

Adopted: Yes No

Taxation of Certain Chartered Public School Facilities - RSA 79-H

Adopted: Yes No



Property Reports

Current Use Reports - RSA 79-A (7)

	Total Number of Acres Receiving Current Use	Assessed Valuation	Other Current Use Statistics	Total Number of Acres
Farm Land	620.74	\$221,748	Receiving 20% Rec. Adjustment	3,636.4
Forest Land	6,921.31	\$481,659	Removed from Current Use During Current Tax Year 2016	10.06
Forest Land with Documented Stewardship	2,823.06	\$119,075	Owners in Current Use	298
Unproductive Land	738.5	\$12,510	Parcels in Current Use	516
Wet Land	1,186.08	\$19,388		
Total	12,289.69	\$854,380		

Land Use Change Tax (7)

Gross Monies Received for Calendar Year (Jan 1 through Dec 31)				
Conservation Allocation	Percentage	75%	And/Or Dollar Amount	
Monies to Conservation Fund				\$62,936
Monies to General Fund				\$29,649

Conservation Restriction Assessment Report - RSA 79-B (must file PA-60) (7)

	Total Number of Acres Receiving Conservation	Assessed Valuation	Other Conservation Restriction Assessment Statistics	Total Number of Acres
Farm Land			Receiving 20% Recreation Adjustment	
Forest Land			Removed from Conservation During Current Tax Year	
Forest Land with Documented Stewardship				
Unproductive Land			Owners in Conservation	
Wet Land			Parcels in Conservation	
Total				Total Number

Discretionary Easements - RSA 79-C (7)

Total Number of Acres	# of Owners	Assessed Valuation	Description of Discretionary Easements Granted (e.g. Golf Course, Ball Park, Race Track)
4	1	\$78	

Taxation of Farm Structures and Land Under Farm Structures - RSA 79-F (7)

Total Number Granted	Total Number of Structures	Total Number of Acres	Assessed Valuation Land	Assessed Valuation Structures



Tax Increment Financing Districts - RSA 162-K



TIF District Name	Date of Adoption/ Modification	Original Assessed Value	Unretained Captured Assessed Value	Amount used on page 2	Retained Captured Assessed Value	Current Assessed Value



BARRINGTON

1. CERTIFY THIS FORM

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Preparer's First Name	Preparer's Last Name	Date
Suzanne	McNeil	8/16/2016

2. SAVE AND EMAIL THIS FORM TO THE EQUALIZATION BUREAU

Please save and e-mail the completed, fillable PDF form to the Equalization Bureau at equalization@dra.nh.gov.

3. PRINT, SIGN, AND UPLOAD THIS FORM TO THE MTRSP

This completed PDF form must be PRINTED, SIGNED, SCANNED, and UPLOADED onto the Municipal Tax Rate Setting Portal (MTRSP) at <http://proptax.org/nh/>. If you have any questions, please contact your Municipal Bureau Advisor.

GOVERNING BODY CERTIFICATION

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Preparer's Signature

Assessor's Signature

Governing Body Member's Signature and Title

Governing Body Member's Signature and Title