



# TOWN COUNCIL – AGENDA REQUEST FORM

THIS FORM WILL BECOME PART OF THE BACKGROUND INFORMATION USED BY THE COUNCIL AND PUBLIC

Please submit Agenda Request Form, **including back up information**, 8 days prior to the requested meeting date. **Public Hearing requests must be submitted 20 days prior to requested meeting date to meet publication deadlines** (exceptions may be authorized by the Town Manager, Chairman/Vice Chair).

## MEETING INFORMATION

Date Submitted: August 12, 2014  
Submitted by: Town Manager Eileen Cabanel  
Department:  
Speakers:

Date of Meeting: August 21, 2014  
Time Required: 15 minutes  
Background Info. Supplied: Yes:  No:

## CATEGORY OF BUSINESS (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Appointment:	<input type="checkbox"/>	Recognition/Resignation/Retirement:	<input type="checkbox"/>
<b>Public Hearing:</b>	<input type="checkbox"/>	Old Business:	<input type="checkbox"/>
New Business:	<input checked="" type="checkbox"/>	Consent Agenda:	<input type="checkbox"/>
Nonpublic:	<input type="checkbox"/>	Other:	<input type="checkbox"/>

## TITLE OF ITEM

Request to Authorize Transfer of Funds

## DESCRIPTION OF ITEM

The Town Council to consider the request to transfer funds from various departments to the DPW.

## REFERENCE (IF KNOWN)

RSA:	Warrant Article:	_____
Charter Article:	Town Meeting:	_____
Other:	N/A	

## EQUIPMENT REQUIRED (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Projector:	<input type="checkbox"/>	Grant Requirements:	<input type="checkbox"/>
Easel:	<input type="checkbox"/>	Joint Meeting:	<input type="checkbox"/>
Special Seating:	<input type="checkbox"/>	Other:	<input type="checkbox"/>
Laptop:	<input type="checkbox"/>	None:	<input type="checkbox"/>

## CONTACT INFORMATION

Name:	<u>Eileen Cabanel</u>	Address	<u>6 Baboosic Lake Road</u>
Phone Number	<u>424-2331</u>	Email Address	<u>ecabanel@merrimacknh.gov</u>

## APPROVAL

Town Manager: Yes  No:  Chair/Vice Chair: Yes  No:   
Hold for Meeting Date: \_\_\_\_\_

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# TOWN OF MERRIMACK

Office of the Town Manager



DATE: August 14, 2014

## MEMORANDUM

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TO: Town Council  
FROM: Eileen Cabanel, Town Manager  
SUBJECT: Request to Authorize Transfer of Funds

Consistent with Article 8-8 of the Town Charter, I respectfully request authorization to transfer \$156,000 (itemized below) from the following departments to DPW:

From			
01-01	General Government	15,000	
01-03	Fire	15,000	
01-04	Police	58,000	
01-13	Parks & Recreation	37,000	
01-21	Community Development	<u>31,000</u>	
			156,000
TO			
01-09	DPW		(156,000)

Please feel free to contact me if you have any questions.