



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: November 24, 2014
Submitted by: Finance Director Paul T. Micali
Department: Finance
Speakers:

Date of Meeting: December 4, 2014
Time Required: 5 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"/>
Public Hearing:	<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

Donation Acceptance for the Finance Department

DESCRIPTION OF ITEM

Town Council to consider the acceptance of a donation of a Xerox color printer, valued at \$430.00, from an anonymous donor to the Finance Department, pursuant to Charter Article 8-15 and RSA 31:95-e.

REFERENCE (IF KNOWN)

RSA:	31:95-e	Warrant Article:	
Charter Article:	8-15	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:	Paul T. Micali	Address:	8 Baboosic Lake Road
Phone Number:	424-7075	Email Address:	pmicali@merrimacknh.gov

APPROVAL

Town Manager: Yes No: Chair/Vice Chair: Yes No:

Memo

TO: Town Council
ATTN: Town Manager Eileen Cabanel
FROM: Finance Director Paul T. Micali
DATE: November 25, 2014

RE: **Donation of Color Printer**



The Finance Department is in the possession of a donated Xerox Colored Printer valued at \$430.00. The individual who donated the printer wishes to remain anonymous and stated he wanted to give the printer to a good home and where it would be appreciated.

I would recommend the Council accept the donation of the Xerox printer valued at \$430.00