



# 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: March 2, 2015  
Submitted by: Finance Director Paul T. Micali and  
School District Superintendent Marge Chiafery  
Department:  
Speakers: Paul Micali

Date of Meeting: March 12, 2015

Time Required: 20 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 checked="" type="checkbox"/>
New Business:	<input type="checkbox"/>	Consent Agenda:	<input type="checkbox"/>
Nonpublic:	<input type="checkbox"/>	Other:	<input type="checkbox"/>

## TITLE OF ITEM

Update on JMUES Security When Used as a Polling Site

## DESCRIPTION OF ITEM

The Town Council to receive an update on the security concerns involved with using the James Masticola Upper Elementary School as a polling site for the upcoming April 14<sup>th</sup> Town Election.

## 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>Paul Micali</u>	Address:	<u>8 Baboosic Lake Road</u>
Phone Number:	<u>424-7075</u>	Email Address:	<u>pmicali@merrimacknh.gov</u>

## 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: March 6, 2015

RE: **Update on JMUES Security When Used as a Polling Site**

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I attended the School Board meeting on Monday, March 2, 2015 as follow-up to the discussion that occurred at the joint meeting of the Town Council and School Board on September 29, 2014. The group consisted of Superintendent Chiafery, Matt Shevenell, Tom Touseau, Principal Marsha McGill, Chief Doyle, and me. We looked at several locations in the Mastricola complex. We reviewed the location for handicap access, parking, and ease of entry and exit for the voters.

The group concluded the best spot to have the elections is the James Mastricola Upper Elementary All-Purpose Room (same location we have used for years). The group then looked at what improvements from past elections do we need to make in order to satisfy the School Board concerns for safety of the students. We decided on 4 major issues to be resolved:

1. Principal McGill suggested a new drop-off and pick-up location for the buses/walkers to occur near the Smith Gym (old principal office entrance) so that students are not walking in with adults in the main school entrance.
2. We discussed the doors in the All-Purpose room being left ajar. We concluded that the doors should be shut unless residents are entering or leaving the polling site; if it is hot we will bring in fans.
3. We discussed the school providing lunch to the election workers. I stated we bring in dinner and that we can bring in lunch also.
4. The next item that was discussed is the student's safety. We discussed the current Police presence and determined that one more officer would be needed as a floater to help if personnel had to enter or leave the secured area or if a student had to be brought to the nurse. This officer would also ensure that the doors were not left ajar during the day. In addition, we offered saw horses to funnel the residents toward the far left two doors of the entrance and to leave one door (the far right closest to the principal's office) for school use if needed.

The School Board seemed to be in agreement with these modifications that are being proposed and look forward to a debriefing after the Election to see if they worked as intended.