

TOWN OF MERRIMACK, NH

A RESOLUTION of the Town of Merrimack, New Hampshire relating to parks and public facilities and creating a policy and procedure for naming/renaming Town parks and facilities.

WHEREAS, the Town Council may have occasion to name or rename Town parks and other facilities; and,

WHEREAS, it is appropriate to establish criteria and procedures for the official naming/renaming of Town parks and other facilities; **NOW THEREFORE**,

**THE TOWN COUNCIL OF THE TOWN OF MERRIMACK, NEW HAMPSHIRE
HEREBY RESOLVES AS FOLLOWS:**

Section 1.

A. The naming/renaming of Town parks and other Town facilities shall be in accordance with the procedures and criteria set forth below. Once adopted, name changes should occur on an exception basis only.

B. The following criteria shall be considered:

- 1. Neighborhood or geographical identification;**
- 2. Natural or geological features;**
- 3. Historical or cultural significance;**
- 4. The articulated preference of residents of the neighborhood surrounding the public facility.**
- 5. Facilities may be named for living persons provided they have made a significant contribution of land or money and the donor stipulates naming of the facility as a condition of the donation(s) or when the individual has made an unusually outstanding public service contribution.**

C. The following procedures shall be followed for naming/renaming of Town parks and other Town facilities:

- 1. If the Town Council determines, or a request has been made that a Town park or other Town facility should be named or renamed, the Town shall solicit suggestions for names. All suggestions, whether solicited or unsolicited, shall be acknowledged and recorded by the Town. The Town Council may authorize the**

Parks and Recreation Committee to take public input and make a recommendation.

2. The Park and Facility Naming Opportunity Request Form shall have been completed and submitted to the Town Council.

3. Following a review of recommendations, suggestions, and public comments, the Town Council shall determine the name for the Town parks and other Town facilities.

D. The provisions of this procedure shall not apply to the application of donor recognition for such minor items as benches, trees, refuse cans, flagpoles, water fountains, or similar items.

ADOPTED this 8th day of September, 2011.



Finlay C. Rothhaus, Chairman

David G. Yakuboff, Sr., Vice Chair

Thomas J. Mahon, Councilor

William W. Boyd, III, Councilor

Jacqueline Flood, Councilor

Daniel Dwyer, Councilor

Thomas P. Koenig, Councilor



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PARK AND FACILITY NAMING OPPORTUNITY REQUEST FORM

Please print clearly

Date: _____

_____ **Park** **Location:** _____

_____ **Facility** **Location:** _____

Type of Naming: _____ **Memorial** _____ **Honorific** _____ **Functional** _____

_____ **Sponsorship/Donor**

Attach Sheet with the following information:

Proposal:

- Provide a paragraph describing the naming opportunity

Background/Rationale:

- Provide background on the naming opportunity including proposed name of the park or facility; background on the naming subject; background on gift where applicable; naming at other institutions where applicable; and other pertinent information.
- Where appropriate, provide biographical information about the honoree/donor, including details of his or her education and service to the community.
- Examine background for potential issues in terms of professional and/or personal history, previous namings, extent of the naming and provide options to resolve those issues.
- Identify possible positive and negative impacts to the Town of Merrimack including capital expenditures, reputational impacts, etc.
- Identification of desired plaque, statue, etc. and location for same.

Support:

- Outline how support has been confirmed (approval) with the donor or honoree/honoree's family (where appropriate), as well as with the Town of Merrimack; attach any relevant documentation.

Due Diligence Checklist:

- ☐ Honorific
- ☐ Memorial
- ☐ Sponsor or Donor
