



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: February 20, 2018
Submitted by: Town Council Chair Nancy Harrington and Vice Chair Finlay Rothhaus
Department:
Speakers:

Date of Meeting: March 22, 2018
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"/>
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

Appreciation Plaque Discussion [Follow-up from December 21, 2017, Town Council meeting]

DESCRIPTION OF ITEM

Town Council to discuss the cost, options, and language for plaques that will be given to the entities that provide ongoing support to the Town.

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:	Nancy Harrington	Address:	6 Baboosic Lake Road
Phone Number:		Email Address:	nharrington@merrimacknh.gov

APPROVAL

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





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QUOTATION

Date	S.O. No.
2/15/2018	11104

Tel#

Name / Address	Ship To
Town of Merrimack Sharon Marunicz 6 Baboosic Lake Rd. Merrimack NH 03054	

Pages	P.O. No.	Terms	Due Date	Rep	Ship Via
	Sharon M.	Net 15	2/15/2018	DC	Deliver

Quantity	Item	Description	Cost	Amount
1	9800	Custom Walnut Shield Plaque 9.75" x 12" Price includes mounting seal and engraved plate	60.00	60.00

All prices good for 30 days from date of quotation unless otherwise specified. All prices f.o.b. Hooksett, NH

Total \$60.00

Approved: January 11, 2018

Posted: January 17, 2018

George Shapiro was a resident of Merrimack, and was involved with Nashua and Merrimack youth; most specifically in Merrimack YMCA team nights, coached boys' basketball at the high school as well as softball. His family requested donations be made, in his memory, to the Merrimack Fire Department.

MOTION made by Councilor Boyd and seconded by Councilor Albert to approve the acceptance and expenditure of several donations made to the Merrimack Fire Department in memory of Isabel Duxbury in the amount of Two Hundred Ninety-Five Dollars (\$295.00) and in memory of George H. Shapiro in the amount of Three Hundred Twenty-Five Dollars (\$325.00), pursuant to RSA 31:95-b and Charter Article 8-15, and furthermore that the Town Manager and/or her proxy be authorized to sign any documents necessary to accept and expend. MOTION CARRIED 6-0-0

3. Donation Acceptance for the Merrimack Fire Department

Submitted by Assistant Fire Chief Brian Borneman

Town Council to consider the acceptance and expenditure of a donation from Anne Moran in the amount of \$150.00 to the Merrimack Fire Department, pursuant to RSA 31:95-b and Charter Article 8-15.

Assistant Chief Borneman informed the Council Mrs. Anne Moran was in a significant motor vehicle accident in Merrimack in 2016. Her Husband came in approximately a year later, made the donation, and thanked the department for the care the firefighters and EMS personnel gave her that day, which he believes made a significant impact in her ultimate recovery and convalescence.

MOTION made by Councilor Boyd and seconded by Councilor Koenig to approve the acceptance and expenditure of a donation from Anne Moran in the amount of One Hundred Fifty Dollars (\$150.00) to the Merrimack Fire Department, pursuant to RSA 31:95-b and Charter Article 8-15, and furthermore that the Town Manager and/or her proxy be authorized to sign any documents necessary to accept and expend. MOTION CARRIED 6-0-0

4. Donation Acceptance for the Merrimack Fire Department

Submitted by Assistant Fire Chief Brian Borneman

Town Council to consider the acceptance and expenditure of a donation from Digital Federal Credit Union to the Merrimack Fire Department in the amount of \$3,500, pursuant to RSA 31:95-b and Charter Article 8-15.

Assistant Chief Borneman stated this is the 2nd year of this unsolicited donation from the credit union. Their program it to assist the department in public safety in making a difference in the community. The department has not yet identified the use for the funds.

Assistant Town Manager/Finance Director Micali noted the Digital Federal Credit Union also donated \$3,500 to the Police Department.

Chairman Harrington spoke of a suggestion made by Councilor Albert that the Town have plaques made in recognition of entities that support the Town in this way. Town Manager Cabanel suggested

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the departments write letters of gratitude to the Digital Federal Credit Union informing them of how the monies are utilized.

Chairman Harrington requested the Town Manager provide information as to cost, language, and funding mechanism for plaques.

MOTION made by Councilor Boyd and seconded by Councilor Thornton to approve the acceptance and expenditure of a donation from Digital Federal Credit Union to the Merrimack Fire Department in the amount of Three Thousand Five Hundred Dollars (\$3,500), pursuant to RSA 31:95-b and Charter Article 8-15, and furthermore that the Town Manager and/or her proxy be authorized to sign any documents necessary to accept and expend, and further authorized to provide a suitable plaque with language to the Digital Federal Credit Union to express the Council's sincerest gratitude for being a strong corporate partner in the community.
MOTION CARRIED 6-0-0

5. Presentation of Proposed 2018/19 Town Manager Budget

Submitted by Town Manager Eileen Cabanel

Town Manager will present her recommended 2018/19 budget to the Town Council.

Town Manager Cabanel provided a PowerPoint presentation summarizing the proposed FY19 budget.

When identifying the tax rate, you subtract from the proposed budget revenue received from other sources; \$8-9 million; primary source being motor vehicle fees, which this year is estimated at \$5.2 million.

In the FY19 proposed budget, estimated increases to revenue total \$468,470. The largest portion being motor vehicles (\$300,000 increase). The proposed budget estimates revenue going from \$4.9 million last year to \$5.2 million in the coming year.

Revenue received from sale of property is difficult to pinpoint. It often has to do with tax deeded property being sold at which time the Town receives all taxes owed on the property, and the property owner the remainder of the revenue generated from the sale.

A decrease is anticipated as the Town will not receive the Convincer Grant in FY19. Councilor Albert questioned, and was informed the Chief hoped to keep the device and rent it out to other communities. They feel it is of great value to keep it going. The officers that are familiar with the operation would accompany the device, and their time would be paid for by the requesting community.

An additional means of reducing the tax rate is utilizing unexpended appropriations at year end. That decision must be made by the Council. Over the past few years the Council has voted to utilize \$300,000 of the fund balance. Last year the Council voted to utilize \$450,000. Three hundred thousand was used in the proposed budget as a placeholder (an additional \$150,000 would represent a \$0.04 reduction to the tax rate).

In terms of appropriations, anticipated are increases totaling \$1,663,000. An increase in the cost of health insurance is anticipated (\$282,000 or 8.5%). Although a good deal of effort has gone into