



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 29, 2018

Date of Meeting: April 12, 2018

Submitted by: Town Council Chair Nancy Harrington
and Vice Chair Finlay Rothhaus

Department:

Time Required: 5 minutes

Speakers:

Background Info.

Supplied:

Yes: ☒ No: ☐

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

Appointment: ☐

Recognition/Resignation/

Retirement: ☒

Public Hearing: ☐

Old Business: ☐

New Business: ☐

Consent Agenda: ☐

Nonpublic: ☐

Other: ☐

TITLE OF ITEM

Recognition of Town Committee Member

DESCRIPTION OF ITEM

The Town Council will present a certificate to Paul McLaughlin Jr. in recognition of his volunteer service to the Town of Merrimack as a member of the Planning Board.

REFERENCE (IF KNOWN)

RSA:

Warrant Article:

Charter Article:

Town Meeting:

Other:

N/A

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

Projector: ☐

Grant Requirements: ☐

Easel: ☐

Joint Meeting: ☐

Special Seating: ☐

Other: ☐

Laptop: ☐

None: ☐

CONTACT INFORMATION

Name: **Nancy Harrington**

Address

Phone Number

Email Address

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APPROVAL

Town Manager:

Yes ☐

No: ☐

Chair/Vice Chair:

Yes ☒

No: ☐