



# 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: August 30, 2018  
Submitted by: Town Council Chairman Finlay  
Rothhaus and Vice Chair Tom Koenig  
Department:  
Speakers:

Date of Meeting: September 13, 2018

Time Required: 10 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 checked="" type="checkbox"/>
<b>Public Hearing:</b>	<input type="checkbox"/>	Old Business:	<input type="checkbox"/>
New Business:	<input type="checkbox"/>	Consent Agenda:	<input type="checkbox"/>
Nonpublic:	<input type="checkbox"/>	Other:	<input type="checkbox"/>

### TITLE OF ITEM

Merrimack Friends and Families Appreciation Plaque Presentation

### DESCRIPTION OF ITEM

The Town Council to present a plaque to Merrimack Friends and Families for their ongoing support of the Merrimack Parks and Recreation and Welfare Departments.

### 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:	<b>Finlay Rothhaus</b>	Address:	<b>6 Baboosic Lake Road</b>
Phone Number:		Email Address:	<b>frothhaus@merrimacknh.gov</b>

### APPROVAL

Town Manager:	Yes <input type="checkbox"/> No <input type="checkbox"/>	Chair/Vice Chair:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
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