



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: October 26, 2018

Date of Meeting: November 1, 2018

Submitted by: Matthew Casparius

Department: Parks & Recreation

Time Required: 2 minutes

Speakers:

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

Donation of services - Decoration of the Abbie Griffin Park Bandstand for the holidays

DESCRIPTION OF ITEM

Light up the Night Productions, LLC would like to donate their services and provide holiday lighting outlining the band stand at Abbie Griffin Park at no cost to the Town of Merrimack.

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:	Josh Letourneau	Address	Manchester, NH
Phone Number	603-913-5081	Email Address	lightupthenightproduction@gmail.com

APPROVAL

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

Matthew Casparius

Subject: FW: Town of Merrimack.docx

With the fast approaching holiday season, it would be our honor to provide holiday lighting, outlining the Merrimack NH Gazebo. To show our appreciation, the lighting will be donated by Light up the Night Production, LLC. Happy Holidays from everyone at Light Up the Night Productions.

Thank you,
Josh Letourneau
603-913-5081
Light up the night production
<https://www.lightupthenightproduction.com/>

From: josh letourneau [<mailto:lightupthenightproduction@gmail.com>]
Sent: Friday, October 26, 2018 2:05 AM
To: Matthew Casparius
Subject: Town of Merrimack.docx