



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 28, 2019	Date of Meeting: January 9, 2020
Submitted by: Sharon Marunicz, HR Coordinator	Time Required: 15 minutes
Department: General Government	Background Info. Yes: <input checked="" type="checkbox"/> No: <input type="checkbox"/>
Speakers: Chief Currier	Supplied:

CATEGORY OF BUSINESS (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)	
Appointment: <input type="checkbox"/>	Recognition/Resignation/Retirement: <input checked="" type="checkbox"/>
Public Hearing: <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
Recognition of Retirement of Town Employee

DESCRIPTION OF ITEM
<p>The Town Council will present an award to Assistant Fire Chief Richard W. Pierson in recognition of his retirement after more than 29 years of full-time service with the Town of Merrimack Fire Department. He will be awarded with a Boston rocker.</p>

REFERENCE (IF KNOWN)	
RSA:	Warrant Article:
Charter Article:	Town Meeting:
Other: Employee Policy Manual	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: <u>Sharon Marunicz</u>	Address <u>6 Baboosic Lake Road</u>
Phone Number <u>603-424-2331</u>	Email <u>smarunicz@merrimacknh.gov</u>

APPROVAL	
Town Manager: Yes <input checked="" type="checkbox"/> No: <input type="checkbox"/>	Chair/Vice Chair: Yes <input checked="" type="checkbox"/> No: <input type="checkbox"/>
Hold for Meeting Date: _____	