



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 22, 2021
 Submitted by: Sharon Marunicz, HR Director
 Department: General Government
 Speakers: Chief Brian Levesque

Date of Meeting: April 8, 2021
 Time Required: 15 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"/>
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

The Town Council will present a plaque to John H. Spence in recognition of his service after almost 18 years of full-time service with the Communications Division of the Town of Merrimack Police Department : May 4, 2003 - March 31, 2021. Employees with at least 10 years of service receive a Plaque with Town Seal upon retirement.

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 Address:	<u>smarunicz@merrimacknh.gov</u>

APPROVAL

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

Hold for Meeting Date: _____



PRESENTED TO

John H. Spence

IN RECOGNITION OF THE LOYAL AND
DEDICATED FULL-TIME SERVICE WHICH YOU
HAVE CONTRIBUTED FOR ALMOST 18 YEARS TO
THE COMMUNICATIONS DIVISION OF THE TOWN OF
MERRIMACK POLICE DEPARTMENT.

YOUR DEDICATION AND DEVOTION TO DUTY HAS BEEN A
TREMENDOUS ASSET TO THE TOWN OF MERRIMACK.

WE WISH TO EXTEND TO YOU OUR SINCERE APPRECIATION
FOR YOUR OUTSTANDING PERFORMANCE OF DUTY.

May 4, 2003 – March 31, 2021

PRESENTED BY THE MERRIMACK TOWN COUNCIL AND
TOWN MANAGER