



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: May 5, 2021
Submitted by: Public Works Director Kyle Fox and
Town Manager Paul T. Micali
Department: Public Works
Speakers:

Date of Meeting: May 13, 2021
Time Required: 20 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 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

Transfer Station Swap Shop Re-opening Discussion

DESCRIPTION OF ITEM

The Town Council to discuss re-opening the Swap Shop located at the Transfer Station.

REFERENCE (IF KNOWN)

RSA:		Warrant Article:	
Charter Article:	4-5	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:	<u>Tom Koenig</u>	Address	<u>6 Baboosic Lake Road</u>
Phone Number		Email Address	<u>tkoenig@merrimacknh.gov</u>

APPROVAL

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

Hold for Meeting Date: _____



TOWN OF MERRIMACK INTER-DEPARTMENT COMMUNICATION

DATE: May 6, 2021

AT (OFFICE): Department of Public Works

FROM: Kyle Fox ^{KF}
Public Works Director

SUBJECT: Swap Shop Re-Opening Plan

TO: Paul Micali
Town Manager

The Town of Merrimack Swap Shop, located at the Transfer Station, has become a desired amenity for Merrimack residents since its opening in its current location on November 5, 2013. The swap shop was closed due to the pandemic on March 18, 2020 and remains closed to date.

Following is a proposal to reopen the Swap Shop in what I believe is a safe and responsible manner. The Department's target date for opening the shop is Tuesday, June 1, 2021. With that opening, there will need to be restrictions put in place as there is little ability to socially distance in the shop trailer. My proposed restrictions include signage that states the following:

- Limit of 2 people in the trailer at a time
- Maximum of 10 minutes in the trailer
- Masks required
- Failure to follow these rules will result in the closure of the Swap Shop

Operationally, our employees would not be directly involved in the shop organization during regular hours, as was the case normally before the closure. I would expect that, unless no patrons were in the shop, Public Works employees would not enter the trailer for cleanup during regular hours – this would happen before or after regular patron hours.

I am hopeful that we will soon be able to reopen this valuable resource to our residents and that it remains open once we do so. I would be happy to implement any suggestions you have in order to accomplish that goal.

CC: Kris Perreault, Solid Waste Foreman