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: April 1, 2024
Submitted by: Chairman Finlay Rothhaus & Vice Chair Nancy Harrington
Department:
Speakers:

Date of Meeting: April 11, 2024
Time Required: 5 minutes
Background Info. Supplied: Yes: ☐ No: ☒

CATEGORY OF BUSINESS (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Appointment:	☐	Recognition/Resignation/ Retirement:	☐
Public Hearing:	☐	Old Business:	☐
New Business:	☐	Consent Agenda:	☒
Nonpublic:	☐	Other:	☐

TITLE OF ITEM

Town Manager Annual Evaluation

DESCRIPTION OF ITEM

The Town Council to affirm satisfactory evaluation completed.

REFERENCE (IF KNOWN)

RSA:
Charter Article:
Other:

Warrant Article:
Town Meeting:
N/A

EQUIPMENT REQUIRED (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Projector:	☐	Grant Requirements:	☐
Easel:	☐	Joint Meeting:	☐
Special Seating:	☐	Other:	☐
Laptop:	☐	None:	☐

CONTACT INFORMATION

Name: **Finlay Rothhaus**
Address
Phone Number
Email Address frothhaus@merrimacknh.gov

APPROVAL

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

Hold for Meeting Date: _____

07/06