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 6, 2015
Date of Meeting: June 25, 2015
Submitted by: Sharon Marunicz, Human Resources Coordinator
Department: General Government
Time Required: 15 minutes
Speakers: Jim Taylor, Asst. Director Public Works, WWTF
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

Recognition of the Retirement of Town Employee

DESCRIPTION OF ITEM

The Town Council will present a recognition award to Roger L. Descoteaux in recognition of his retirement from the Wastewater Division of the Town of Merrimack Public Works Department, effective June 30, 2015, with more than 32 years of full-time service.

REFERENCE (IF KNOWN)

RSA:		Warrant Article:	
Charter Article:		Town Meeting:	
Other:	Town Policy Manual	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:	**Sharon Marunicz**	Address	**6 Baboosic Lake Road, Merrimack**
Phone Number	**603 424-2331**	Email Address	smarunicz@merrimacknh.gov

APPROVAL

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

Hold for Meeting Date: _____

07/06