



# City of Concord, New Hampshire

## GENERAL SERVICES DEPARTMENT PUBLIC PROPERTIES DIVISION

JAY C. BURGESS  
SUPERINTENDENT

**From:** Jay C. Burgess, Superintendent, Public Properties Division  
**Date:** 17 March 2016  
**Subject:** De minimus gift report from the Public Properties Division requesting authorization to accept a donation of twelve 55-gallon drums of propylene glycol with an estimated value of \$5,000 as provided under the pre-authorization granted by the City Council

### Recommendation

It is recommended that the City Council approve the acceptance of the donation stated above from the John Hancock Financial Services Company.

### Background

1. Gift to be received under the authority established pursuant to resolution number 8120 adopted December 12, 2002.
2. The purpose of the guest gift listed above is consistent with, and presents no conflict or obstacle to, the accomplishment of city Council goals, the Code of Ordinances, or the operating functions of the Concord General Services Department.
3. No city match is required.
4. Materials have been received by the City of Concord, as noted.
5. The John Hancock Financial Services Company has supplied the material FOB Boston, Massachusetts.
6. The material will be expended as general practice to winterize the City's swimming pools over the next two to three years.

### Discussion

The John Hancock Financial Services Company, located at 200 Berkeley Street, Boston, MA 02117 has donated twelve, sealed, 55-gallon drums of propylene glycol to the General Services Department. The material was determined to be surplus by the John Hancock Financial Services Company. The cash value of this donation is approximately \$5000. This material is in "new" condition, and has no appreciable shelf life. A thank you letter has been sent to the John Hancock Financial Services Company for their contribution.