



CITY OF MELROSE

OFFICE OF THE CITY CLERK

Kristin Foote
City Clerk

562 Main Street
Melrose, Massachusetts 02176
Telephone - (781) 979-4116

TO: Honorable City Council
DATE: May 31, 2022
RE: Equipment Request

I respectfully request an appropriation of \$3,393.94 to purchase retractable banner signs/stands (image below). This request is made in response to feedback **consistently** received from voters and staff alike regarding identification of the appropriate Ward/Precinct. Overwhelmingly it has been reported that clear signage is a key element in reducing precinct confusion and these banners provide a bold visual. The vendor quote is attached for reference as is a list of surrounding communities using them. I contacted other municipal users and have received positive feedback.

These 6-foot-high banners will replace the approximately 4-foot white plastic sandwich boards previously used at the polls. We will be repurposing the boards to outside as additional visual signage for voters. Thank you for your consideration



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