



**Trustees of Trust Funds  
AGENDA**

City Hall 2<sup>nd</sup> Floor Conference Room  
July 17, 2019  
9:30 AM

Michelle Howard, Chairman  
Michael Forrest  
Jennie Newcombe  
Susan Silver, Vice Chairman  
Katherine Snow

- 
1. Approval of the June 2019 minutes
  2. Quarterly review of Trusts and Capital Reserves – Cambridge Trust
  3. Common Trust Fund
    - a. Approval of Receipts
      - i. Cemetery lot sales through June 2019
        - #565 Monadnock Cemetery A = \$6,125.00
        - #568 Monadnock Cemetery B = \$6,125.00
      - b. Approval of Disbursements
        - i. #581 Frank Wright Scholarship
          - Tia Auger
            - Fall tuition – Keene State College = \$3,001.00
            - August 2019 Rent – David Gray = \$497.50
          - Owen Fauth
            - Fall tuition – Vassar College = \$20,000.00
        - ii. #582 Maurice Alger Scholarship
          - Faith Patenaude
            - Fall tuition – Providence College = \$7,000.00
  4. Capital Reserve Portfolio
    - a. Approval of Receipts
      - i. Transportation Improvement through June 30, 2019 = \$26,310.00
    - b. Approval of Disbursements
      - i. Wastewater Treatment Plant = \$630.00
      - ii. Fleet Equipment = \$71,294.00
      - iii. Sewer Infrastructure = \$1,931.92
      - iv. Water Infrastructure = \$26,241.53
  5. Library Renovation Trust Fund
    - a. Acceptance of Donations = none
    - b. Approval of Disbursements = none
  6. Distribution of MS9's for period ending June 30, 2019
    - a. Common Trust Funds – \$10,124,836.98
    - b. Capital Reserve Funds – \$12,955,866.34
    - c. Library Renovation Trust Fund – \$5,382.54
  7. Updates/Future Items
    - a. August 21, 2019 – Approval and signing of annual MS9's and MS10's for the year ending June 30, 2019
    - b. October 16, 2019 - Cambridge Trust quarterly review of trusts & capital reserves
    - c. October 24, 2019 -Periodic update from Boards & Commissions to FOP

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- d. Periodic review of Maurice Alger Scholarship
- e. RFP for investment advisory services- ends June 2020

**City of Keene**  
**NEW HAMPSHIRE**

**TRUSTEES OF TRUST FUNDS**  
**MEETING MINUTES**

**Wednesday, June 19, 2019 9:30 AM City Hall-2<sup>nd</sup> Floor Conference Room**

**Members Present:**

Michelle Howard, Chair  
Katherine Snow  
Mike Forrest

**Staff Present:**

Karen Gray, Senior Staff Accountant  
Patricia Hurley, Secretary

**Absent:**

Jennie Newcombe  
Susan Silver, Vice Chair

**Other:**

Andy Bohannon, Director Parks & Recreation

**Approval of Minutes**

Ms. Snow made a motion to approve minutes of the May 2019 meeting, Mr. Forrest seconded. Motion carried unanimously.

**COMMON TRUST FUNDS**

**Ashuelot River Park**

Mr. Bohannon was present to request a \$1,400.00 increase in expenditures in the 2019 ARP budget for LED lighting replacement. The power to some lights were cut in the spring 2019 during the irrigation project and Hamblet Electric provided the repairs. In addition to the repairs, upgrades were made to allow for the transition to LED. The upgrades include fixtures that are 400 watt metal halide and more costly to run on the same timer as the previously installed newer LED ornamental lights. Mr. Bohannon explained that the switch to LED would be brighter for safety concerns, more cost effective and a longer lasting efficient bulb with the potential for a rebate through Eversource, possibly up to \$400. Mr. Bohannon noted that the replacement work would begin in the immediate future to help reduce next fiscal year's operating budget.

Mrs. Gray suggested that alternatively, funds in the previously approved Ashuelot irrigation project could be used since the wiring to these lights had been cut in during the irrigation project. Mr. Bohannon agreed.

Ms. Snow made a motion to approve paying the \$1,400.00 lighting costs from the Ashuelot River Park Memorial Trust #528 by increasing the funds approved for the Ashuelot irrigation project from \$40,000.00 to \$41,400.00, Mr. Forrest seconded. Motion carried unanimously.

Mr. Bohannon addressed the ongoing discussion with the Ashuelot Park Advisory Board concerning the revitalization of the park and the need to be more proactive in the approach to education, plantings and volunteer upkeep. After exploring various ways and approaches, the Advisory Board agreed to Mr. Bohannon's recommendation to work with the Conway School of Landscape Design. The City has previously worked with the school for the concept plans for Carpenter Field, now Russell Park, and the Ashuelot green space. Mr. Bohannon estimated a cost of about \$10,500.00 plus \$1,000 to cover travel costs. Mr. Forrest recommended putting a cap on travel costs to limit the possibility of it exceeding that amount.

Ms. Snow made a motion to allow Mr. Bohannon to proceed with the use of the Conway School of Landscape Design with final funding amounts to be approved when costs are available, Mr. Forrest seconded. Motion carried unanimously.

#### **RECEIPTS**

None

#### **DISBURSEMENTS**

##### **Ashuelot River Park Memorial Trust #528**

Mrs. Gray presented a reimbursement to the City for an expense not included in the agenda. The Ashuelot Park Memorial Trust payment to SUR Construction in the amount of \$4,350.00 was received just prior to this meeting. She asked that the Trustees give approval to (1) add this to the agenda and (2) reimburse the City.

Mr. Forrest made a motion to approve adding this reimbursement to the agenda as presented, Ms. Snow seconded. Motion carried unanimously.

Ms. Snow made a motion to approve the payment of \$4,350.00 as presented, Mr. Forrest seconded. Motion carried unanimously.

##### **Monadnock View Cemetery B #568**

Mrs. Gray presented a disbursement of \$16,498.11 to reimburse the City for expenses paid to SUR Construction for work on the Woodland Cemetery culvert project. Ms. Snow made a motion to approve as presented, Mr. Forrest seconded. Motion carried unanimously.

##### **Frank Wright Scholarship #581**

Mrs. Gray presented a disbursement to reimburse Tia Auger for \$544.46. Supporting documentation was attached for the Trustees review:

- Summer parking - \$30.00
- Books - \$16.96
- June rent - \$497.50

Ms. Snow made a motion to approve as presented, Mr. Forrest seconded. Motion carried unanimously.

Mrs. Gray presented a disbursement to David Gray in the amount of \$497.50 for Tia Auger's July rent as previously discussed at the May 15, 2019 meeting. Supporting documentation was attached for the Trustees review. Ms. Snow made a motion to approve as presented, Mr. Forrest seconded. Motion carried unanimously.

##### **Ingersoll Collection Trust #585**

Mrs. Gray presented a disbursement in the amount of \$275.60 to reimburse the City for payments for the Federal seal imaging and framing. Supporting documentation was attached for the Trustees review:

- Vector Stock - \$14.99
- Monadnock Imaging - \$35.15
- Michaels - \$225.46

Ms. Snow made a motion to approve as presented, Mr. Forrest seconded. Motion carried unanimously.

## **CAPITAL RESERVES**

### **R-2019-06A Transfer**

Mrs. Gray requested approval of the Trustees to transfer \$585,000.00 from Water Treatment Plant Capital Reserve to the Water Infrastructure Capital Reserve as previously approved by City Council Resolution #R-2019-06A. She explained that the Drummer Hill water tank had failed sooner than expected and needs to be replaced. Ms. Snow made a motion to approve as presented, Mr. Forrest seconded. Motion carried unanimously.

### **RECEIPTS**

None

### **DISBURSEMENTS**

Mrs. Gray presented disbursements totaling \$573,732.38, supporting documentation was attached for the Trustee review.

- Wastewater Treatment Plant - \$42,295.00
- Water Treatment Plant - \$25,274.00
- Fleet Equipment - \$324,313.00
- Sewer Infrastructure - \$161,217.47
- Water Infrastructure - \$20,632.91

Ms. Snow made a motion to approve the disbursements as presented, Mr. Forrest seconded. Motion carried unanimously.

## **LIBRARY RENOVATION TRUST**

### **RECEIPTS**

Mrs. Gray presented donations received from December 22, 2018 through April 29, 2019 in the amount of \$40,188.23 which were approved by City Council on May 9, 2019. Ms. Snow made a motion to approve the donations as presented, Mr. Forrest seconded. Motion carried unanimously.

### **DISBURSEMENTS**

Mrs. Gray presented a disbursement in the amount of \$40,000 to reimburse the City for interim bridge funding. Mr. Forrest made a motion to approve the disbursement as presented, Ms. Snow seconded. Motion carried unanimously.

### **Distribution of MS9's for period ending May 31, 2019**

Mrs. Gray distributed the MS9 reports for the Common Trust, Capital Reserve and Library Renovation Trust.

The meeting adjourned at 10:30 a.m.

Respectfully submitted,

Patricia S. Hurley

**City of Keene, New Hampshire Trust Funds  
Deposit to Common Trust Funds - TO PRINCIPAL**

**Date:** 7/17/2019  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** Deposit to Principal

Trust #	Title of Trust	Purpose	Amount
565	Monadnock View Cemetery A	1/2 Cemetery Lot Sales (January 2019 - June 2019)	<b>6,125.00</b>
568	Monadnock View Cemetery B	1/2 Cemetery Lot Sales (January 2019 - June 2019)	<b>6,125.00</b>
<b>Total Deposit Request</b>			<b>12,250.00</b>

**Amount of Deposit:** \$12,250.00

**Account to be Credited:**  **City of Keene - Common Fund #4482**

**Payable To:** Trustees of Trust Funds  
 c/o Cambridge Trust Company  
 Attn: Judith Noel  
 1000 Elm Street, Suite 201  
 Manchester, NH 03101

**Approved By Trustees:**

X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_



**CITY OF KEENE**  
KEENE, NEW HAMPSHIRE

 **Mascoma**  
Savings Bank  
54-7021/2117

158688

CHECK DATE  
07/11/19

CHECK NO.  
158688

AMOUNT **\$\*\*\*\*\*12,250.00\***

THIS CHECK VOID 60 DAYS FROM DATE

**PAY THE SUM OF \*\*\*\*\*12250\* DOLLARS AND \*NO\* CENTS**

TO THE TRUSTEES OF TRUST FUNDS  
ORDER  
OF

*Meredith Howe*

TREASURER

MP

⑈158688⑈ ⑆211770213⑆ 931158596⑈

CITY OF KEENE, NH

VENDOR NO. 18700

CHECK NO. 158688

ACCOUNT	PURCH. ORDER	INVOICE NUMBER	AMOUNT	DESCRIPTION
01 21301	.	1/1-6/30	12,250.00	LOT SALES

18700 TRUSTEES OF TRUST FUNDS



# CITY OF KEENE

0-85-11A

In the Year of Our Lord One Thousand Nine Hundred ~~and~~ Eighty-Five.....

**AN ORDINANCE** RELATING TO CEMETERY TRUSTEES, TRUST FUNDS, CAPITAL RESERVES AND FEES

*Be it ordained by the City Council of the City of Keene, as follows:*

I. That the City Ordinances of the City of Keene, New Hampshire, as amended, be and hereby are further amended by deleting in Chapter 3, entitled "Boards", section 7, entitled "Trustees of Trust Funds", the following:

Title, subsection A, entitled "Membership", and subsection B, entitled "Terms", and inserting in place thereof the following new title, subsection A and subsection B, to read as follows:

**"SECTION 7. TRUSTEES OF TRUST FUNDS AND CEMETERY TRUSTEES**

A. MEMBERSHIP. The Trustees of Trust Funds and Cemetery Trustees shall be a City Board consisting of three members.

B. At the second regular City Council meeting in January of each year, the Mayor shall nominate one or more qualified persons to membership on the Board, one of whom shall be elected by majority vote of a quorum of the City Council at its next regular meeting after the nominations. In the event that no nominee is elected as set forth above, the Mayor shall nominate additional qualified persons to membership on the Board at each succeeding regular City Council meeting until one is elected as aforesaid.

and further amending said section 7 by adding thereto a new subsection 18, to read as follows:

"18. Be the Cemetery Trustees of the City of Keene and shall perform all duties incumbent upon that office by law."

II. That the City Ordinances of the City of Keene, New Hampshire, as amended, be and hereby are further amended by striking out in Chapter 7, entitled "ADMINISTRATIVE DEPARTMENTS", section 8, entitled "Parks, Recreation and Cemetery Department", subsection 2, entitled "Cemeteries", subsection C. thereof, entitled "Price of Lots", as inserted by Ordinance 0-83-50, and inserting in place of said subsection C. the following new subsection C. to read as follows:

C. PRICE OF LOTS AND CEMETERY FUNDS. All funds raised and appropriated by the City for the care and maintenance of cemeteries shall be held by and expended under the direction of the Cemetery Trustees after receiving the recommendations of the Director of Parks, Recreation and Cemeteries, and soliciting any advice from him that the Cemetery Trustees may desire. It shall be their duty to supervise all public cemeteries to the end that said funds may be so expended as best to serve the purposes for which they are raised and appropriated.



Ordinance 0-85-11A - Relating to Cemetery Trustees, Trust Funds, Capital Reserves and Fees

Page Two

There are hereby created two City trust funds to be funded as hereinafter described to be held by the Cemetery Trustees with their principal and the income thereon expended under the direction of the Cemetery Trustees, with the recommendations and advice of the Director of Parks, Recreation and Cemeteries, as best to serve their purposes as herein described.

565

CEMETERY TRUST FUND A - PERPETUAL CARE OF CEMETERIES. Fifty percent (50%) of the funds derived from the sale of the lots in those sections of the public cemeteries designated for perpetual care shall be retained separately from other funds in an account designated Cemetery Fund A. Said percentage paid shall be considered as full payment by the lot purchaser for care of the lot by the City in perpetuity. The Finance Department shall annually make a report of the condition of Cemetery Fund A to the City Council and to the Cemetery Trustees and shall request that the Council, by resolution, appropriate the balance of Cemetery Fund A to Cemetery Trust Fund A - Perpetual Care of Cemeteries, or make such other disposition as the Cemetery Trustees may request. ~~The income~~ of said Cemetery Trust Fund A - Perpetual Care of Cemeteries, may be expended by the Cemetery Trustees for ~~the care and maintenance of cemeteries on an annual or such other basis as the Cemetery Trustees shall deem appropriate.~~ The Cemetery Trustees shall call upon the Director of Parks, Recreation and Cemeteries for his recommendations from time to time and may solicit his advice as they may find helpful in carrying out their duties hereunder.

568

CEMETERY TRUST FUND B - CEMETERY CAPITAL RESERVE. All sums received from the sale of lots except that part credited into Cemetery Fund A shall be credited into Fund B. The Finance Department shall annually make a report of the condition of Cemetery Fund B to the City Council and the Cemetery Trustees and shall request that the Council, by resolution, appropriate the balance of Fund B to Trust Fund B - Cemetery Capital Reserve, or make such other disposition as the Cemetery Trustees may request. ~~The purpose~~ of Trust Fund B shall be as a capital reserve fund to be utilized by the Cemetery Trustees from time to time for ~~capital improvements to and enlargements of the public cemeteries of the City. The Cemetery Trustees may expend the principal and income in Trust Fund B - Cemetery Capital Reserve, from time to time in order to effect the purposes for which the fund was established.~~ The Cemetery Trustees shall call upon the Director of Parks, Recreation and Cemeteries for his recommendations from time to time and may solicit his advice as they may find helpful in carrying out their duties hereunder.

**City of Keene, New Hampshire Trust Funds  
Disbursement Request - FROM INCOME**

**Date:** 7/17/2019  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** Disbursement Request from Income

Trust #	Title of Trust	Purpose	Amount
581	Frank Wright Trust	Tia Auger - Fall 2019 tuition	3,001.00
<b>Total Withdrawal Request</b>			<b>3,001.00</b>

**Amount of  
Withdrawal:** \$3,001.00

**Account to be  
Charged:**  City of Keene - Common Fund #4482

**Payable To:** Keene State College  
 229 Main Street  
 Keene, NH 03435-2606

*Note: Please mail check to: City of Keene, Attn: Karen Gray*

**Approved By Trustees:**

X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_

ID#.....: [REDACTED]

Amount Paid: \_\_\_\_\_

Statement Date 08/30/19 Due Date

Amount to Pay 3,001.00

Tia J. Auger  
[REDACTED]

0 0039055645 00000 003001005

Detach and Return TOP Portion with Payment

Keene State College  
Statement of Account as of 08/30/19

Name...: Tia J. Auger  
ID#.....: [REDACTED]

Ref No	Date	Term	Code	Description	Charges	Payments/ Credits	Balance
	07/01/19			*** Balance Forward ***	0.00	0.00	0.00
001836004	07/01/19	2019FA		Registration - 2019FA	7,284.00		7,284.00
CONFM	07/01/19	2019FA		Deposit Allocation		325.00	6,959.00
001844803	07/05/19	2019FA		Bronze 80+500 Mpd Meal P	1,265.00		8,224.00
001845316	07/08/19	2019FA		Registration - 2019FA	0.00		8,224.00
				Pending Financial Aid			
	08/26/19	2019FA	FGPG	Federal Pell Grant		3,023.00	5,201.00
	08/26/19	2019FA	FGSY	Federal Supp Ed Opp		250.00	4,951.00
	08/26/19	2019FA	IGKTS	Keene State Grant		1,450.00	3,501.00
	08/26/19	2019FA	IGUE	Unique Endowed Scholarsh		500.00	3,001.00
				Total:	8,549.00	5,548.00	3,001.00

**City of Keene, New Hampshire Trust Funds  
Disbursement Request - FROM INCOME**

**Date:** 7/17/2019  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** Disbursement Request from Income

Trust #	Title of Trust	Purpose	Amount
581	Frank Wright Trust	Rent Tia Auger - August 2019	497.50
<b>Total Withdrawal Request</b>			<b>497.50</b>

**Amount of  
Withdrawal:** \$497.50

**Account to be  
Charged:**  City of Keene - Common Fund #4482

**Payable To:** David Gray  
 232 Winchester Street  
 Keene, NH 03431  
**Note: Please mail check to: City of Keene, Attn: Karen Gray**

**Approved By Trustees:**

X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_

## Fixed-Term Residential Lease

### Clause 1. Identification of Landlord and Tenant



**COPY**

This Agreement is entered into between [REDACTED] & Tia Auger ("Tenants") and David Gray ("Landlord"). Each Tenant is jointly and severally liable for the payment of rent and performance of all other terms of this Agreement.

### Clause 2. Identification of Premises

Subject to the terms and conditions in this Agreement, Landlord rents to Tenant(s), and Tenant(s) rent from Landlord, for residential purposes only, the premises located at [REDACTED] upstairs, ("the premises"), together with the following furnishings and appliances: electric stove, refrigerator, washing machine, clothes dryer. Use of washer & dryer is restricted to tenant(s) only.

Rental of the premises also includes: Parking for up to two cars, owned and registered to Tenants or Tenants' parents. Please note: any cars parked in parking lot for a period longer than 2 hours weekdays between 8:00 a.m. and 5:00 p.m., other than the two already noted, will be towed at owner's expense unless you have prior permission from Landlord for those cars to be in the lot.

### Clause 3. Limits on Use and Occupancy

The premises are to be used only as a private residence for Tenant(s) listed in Clause 1 of this Agreement.

Occupancy by guests for more than 3 consecutive days, or 9 days total in any one month period is prohibited without Landlord's written consent and will be considered a breach of this Agreement.

### Clause 4. Term of the Tenancy

The term of the rental will begin on August 1, 2019, and end on May 31, 2020. If Tenant(s) vacate before the term ends, Tenant(s) will be liable for the balance of the rent for the remainder of the term.

### Clause 5. Payment of Rent

#### *Regular monthly rent*

Tenant(s) will pay to Landlord a monthly rent of \$995.00, payable in advance on the first day of each month, except when that day falls on a weekend or legal holiday, in which case rent is due on the next business day. Rent will be paid to



David Gray at 232 Winchester St., Keene, NH, 03431, or at such other place as Landlord designates.

**Clause 6. Late Charges**

If Tenant(s) fail to pay the rent in full by 5 p.m. on day it's due, Tenant(s) will pay Landlord a late charge of \$45.00, plus \$10.00 for each additional day that the rent remains unpaid. The total late charge for any one month will not exceed \$145.00. Landlord does not waive the right to insist on payment of the rent in full on the date it is due.

**Clause 7. Returned Check and Other Bank Charges**

If any check offered by Tenants to Landlord in payment of rent or any other amount due under this Agreement is returned for lack of sufficient funds, a "stop payment" or any other reason, Tenants will pay Landlord a returned check charge of \$50.00.

**Clause 8. Security Deposit**

Tenant(s) have paid Landlord the sum of \$995.00 with application as a security deposit. Tenants may not, without Landlord's prior written consent, apply this security deposit to the last month's rent or to any other sum due under this Agreement. Within 30 days after Tenants vacate the premises, returned keys and provided Landlord with a forwarding address, Landlord will give Tenants an itemized written statement of the reasons for, and the dollar amount of, any of the security deposit retained by the Landlord, along with a check for any deposit balance. If, in landlord's opinion, apartment has not been cleaned sufficiently upon tenant(s) leaving, a cleaning charge will be deducted from deposit.

**Clause 9. Utilities**

All utilities including heat, hot water, electric & water/sewer are paid by landlord. Tenants are responsible for establishing cable/internet connection if desired.

**Clause 10. Assignment and Subletting**

Tenant(s) will not sublet any part of the premises or assign this Agreement without the prior written consent of Landlord.

**Clause 11. Tenant's Maintenance Responsibilities**

Tenants will: (1) keep the premises clean, sanitary and in good condition and, upon termination of the tenancy, return the premises to Landlord in a condition identical to that which existed when Tenants took occupancy, except for ordinary wear and tear; (2) immediately notify Landlord of any defects or dangerous

conditions in and about the premises of which Tenants becomes aware; and (3) reimburse Landlord, on demand by Landlord, for the cost of any repairs to the premises damaged by Tenants or Tenants guests or business invitees through misuse or neglect.

#### **Clause 12. Repairs and Alterations by Tenant**

- a. Except as provided by law, or as authorized by the prior written consent of Landlord, Tenant will not make any repairs or alterations to the premises.
- b. Tenants will not, without Landlord's prior written consent, alter, re-key or install any locks to the premises. Tenants will provide Landlord with a key or keys capable of unlocking all such re-keyed or new locks.

#### **Clause 13. Violating Laws and Causing Disturbances**

Tenants are entitled to quiet enjoyment of the premises. Tenants and guests or invitees will not use the premises or adjacent areas in such a way as to: (1) violate any law or ordinance, including laws prohibiting the use, possession or sale of illegal drugs or alcohol; (2) commit waste (severe property damage); or (3) create a nuisance by annoying, disturbing, inconveniencing or interfering with the quiet enjoyment and peace and quiet of any other tenant or nearby resident.

#### **Clause 14. Pets**

Tenant(s) are allowed 2 guinea pigs and a rabbit, which are to kept caged when unattended – no other pets allowed.

#### **Clause 15. Landlord's Right to Access**

Landlord or Landlord's agents may enter the premises in the event of an emergency, to make repairs or to show the premises to prospective buyers or tenants. Landlord may also enter the premises to conduct an annual inspection to check for safety or maintenance problems. Except in cases of emergency, Tenants abandonment of the premises, court order, or where it is impracticable to do so, Landlord shall give Tenants 24 hour notice before entering.

#### **Clause 16. Extended Absences by Tenant**

Tenants will notify Landlord in advance if Tenants will be away from the premises for 3 or more consecutive days. During such absence, Landlord may enter the premises at times reasonably necessary to maintain the property and inspect for needed repairs.



## **Clause 17. Possession of the Premises**

### ***a. Tenant's failure to take possession.***

If, after signing this Agreement, Tenants fail to take possession of the premises, Tenants will still be responsible for paying rent and complying with all other terms of this Agreement.

### ***b. Landlord's failure to deliver possession.***

If Landlord is unable to deliver possession of the premises to Tenants for any reason not within Landlord's control, including, but not limited to, partial or complete destruction of the premises, Tenant will have the right to terminate this Agreement upon proper notice as required by law. In such event, Landlord's liability to Tenants will be limited to the return of all sums previously paid by Tenants to Landlord.

## **Clause 18. Payment of Court Costs and Attorney Fees in a Lawsuit**

In any action or legal proceeding to enforce any part of this Agreement, the prevailing party shall recover reasonable attorney fees and court costs.

## **Clause 19. Additional Provisions**

Additional provisions are as follows:

1. No space heater of any type allowed in building.
2. No signs or displays of any type allowed in windows or on building.
3. No satellite dishes may be installed
4. Cars are to be parked in the rear of the parking lot.

## **Clause 20. Validity of Each Part**

If any portion of this Agreement is held to be invalid, its invalidity will not affect the validity or enforceability of any other provision of this Agreement.

## **Clause 21. Grounds for Termination of Tenancy**

The failure of Tenants or Tenants guests or invitees to comply with any term of this Agreement, or the misrepresentation of any material fact on Tenant's Rental Application, are grounds for termination of the tenancy, with appropriate notice to tenants and procedures as required by law.



**Clause 22. Entire Agreement**

a. This document, with attached addendum, constitutes the entire Agreement between the parties, and no promises or representations, other than those contained here and those implied by law, have been made by Landlord or Tenants. Any modifications to this Agreement must be in writing signed by Landlord and Tenants.

b. The failure of Tenants or their guests or invitees to comply with any term of this Agreement is grounds for termination of the tenancy, with appropriate notice to tenants and procedures as required by law.

Date: 7/9/19  
Landlord: *David Gray* David Gray Tel: [REDACTED]

Date: 7/9/19  
Tenant: [REDACTED]

Date: July 9<sup>th</sup>, 2019  
Tenant: *Tia Auger* Tia Auger

**City of Keene, New Hampshire Trust Funds  
Disbursement Request - FROM INCOME**

**Date:** 7/17/2019  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** Disbursement Request from Income

Trust #	Title of Trust	Purpose	Amount
581	Frank Wright Trust	2019 Scholarship	20,000.00
		Owen Fauth	
<b>Total Withdrawal Request</b>			<b>20,000.00</b>

**Amount of  
Withdrawal:** \$20,000.00

**Account to be  
Charged:**  City of Keene - Common Fund #4482

**Payable To:** Vassar College  
 Box 8 - Financial Services  
 124 Raymond Ave  
 Poughkeepsie, NY 12604  
**Note: Please mail check to : City of Keene, Attn: Karen Gray**

**Approved By Trustees:**

X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_



# KEENE HIGH SCHOOL

43 ARCH STREET

KEENE, NEW HAMPSHIRE 03431-2298

603/352-0640

June 24, 2019

Mrs. Karen Gray  
Finance Department  
City of Keene  
3 Washington Street  
Keene, NH 03431

RE: City of Keene, 2019 Frank A. Wright Scholarship

Dear Karen:

On June 12, 2019 at the Keene High School Scholarship Awards Program, we awarded Owen Fauth the City of Keene's Frank A. Wright Scholarship in the amount of \$20,000.00. We instructed Owen to contact you for specifics on the scholarship.

Owen will enter Vassar College to study Biochemistry/Chemistry the fall. He is ranked 2nd in his graduating class of 309. I have enclosed a copy of a letter of recommendation from Owen's school counselor and his High School Activities/Accomplishments list. Owen's address is [REDACTED]

If you have any questions, please contact me at 352-0640 extension 3764. We appreciate the City of Keene offering this scholarship to a deserving KHS graduating senior.

Sincerely,

Tracy Ahern  
Executive Assistant to the Principal

Enclosures



# KEENE HIGH SCHOOL

43 ARCH STREET

KEENE, NEW HAMPSHIRE 03431-2298

603/352-0640

During the past four years I have thoroughly enjoyed working with Owen Fauth as his school counselor as I have found him to be a straightforward, honest individual, with a pleasant, calm demeanor, and a warm sense of humor. Every situation in which I have been involved with him he has always been very articulate, polite and respectful.

Owen describes himself as driven, analytical, and athletic. He sees as his strengths his strong work ethic, his interpersonal skills, his analytical skills, and his athletic ability. Several teachers have described Owen as being one of the top students encountered in their entire career. One related that he is a pleasure to have in class as his work is always completed in a punctual manner and his naturally inquisitive nature prompts him to ask thought provoking questions that contribute positively to classroom discussions.

While here at Keene High School Owen has completed a very strong program which has included the most rigorous curriculum available to him. Upon graduation he will have completed six Advanced Placement courses focusing on his interest in math and science. Despite the rigor of his curriculum he achieved a remarkable GPA of 4.42 and a rank of 2<sup>nd</sup> in his class of 300 by the end of his junior year. This significant academic achievement combined with his character of the utmost integrity led to his selection to the National Honor Society where he served as a parliamentarian. Although he is undecided as to exactly what career path he will ultimately follow, Owen enjoys studying the sciences and would like to pursue this interest at the undergraduate level.

As a positively contributing member of our school community Owen has been a four-year member of Student Interact/Rotarians where he served as president. As a member of Interact Owen attended a service trip to Nicaragua during his junior year in order to provide humanitarian aid. Owen also served for four years on the Student Athlete Leadership Council where he was elected vice-president. As an athletic individual he has proven himself to be a highly accomplished soccer player and has served as a leader among his peers being elected captain during his junior and senior years. He has also been a member of the school's basketball and baseball teams.

I am confident that Owen undoubtedly possesses the strong academic background, the maturity, and the motivation which will enable him to be successful at a competitive post-secondary institution. I can also assure you that his sense of humor, his strength of character, and his commitment to his overall education will allow him to be a positive asset within your campus environment. I am happy to offer you my highest recommendation on his behalf.

Yours truly,

A handwritten signature in cursive script that reads "Charles Hansel".

Charles Hansel  
School Counselor

Owen Fauth

High School Activities/Accomplishments

- Soccer- captain for two years, all-New England honors, leading goal scorer in the state
- Basketball
- Baseball
- Unified basketball
- Student Athlete Leadership Council- Vice President
- Keene Interact Club- President
- Service trip to Nicaragua
- Service trip to Puerto Rico
- Edge of Leadership Club
- National Honors Society
- World Language Honors Society
- NHIAA Student Athlete Award
- Saint Michael's Book Award
- Salutatorian- 4.42 GPA

**City of Keene, New Hampshire Trust Funds  
Disbursement Request - FROM INCOME**

**Date:** 7/17/2019  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** Disbursement Request from Income

Trust #	Title of Trust	Purpose	Amount
582	Maurice Alger Fund	2019 Scholarship	7,000.00
		Faith Patenaude	
<b>Total Withdrawal Request</b>			<b>7,000.00</b>

**Amount of  
Withdrawal:** \$7,000.00

**Account to be  
Charged:**  City of Keene - Common Fund #4482

**Payable To:** Providence College  
 Attn: Financial Aid  
 1 Cunningham Square  
 Providence, RI 02918  
**Note: Please mail check to : City of Keene, Attn: Karen Gray**

**Approved By Trustees:**

X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_



# KEENE HIGH SCHOOL

43 ARCH STREET

KEENE, NEW HAMPSHIRE 03431-2298

603/352-0640

June 20, 2019

Mrs. Karen Gray  
Finance Department  
City of Keene  
3 Washington Street  
Keene, NH 03431

RE: City of Keene, 2019 Maurice Alger Scholarship

Dear Karen:

On June 12, 2019 at the Keene High School Scholarship Awards Program, we awarded Faith Patenaude the City of Keene's Maurice Alger Scholarship in the amount of \$7,000.00. We instructed Faith to contact you for specifics on the scholarship.

Faith will enter Providence College as an undeclared freshman in the fall. She is ranked 7th in her graduating class of 309. I have enclosed a copy of a letter of recommendation from Faith's school counselor as well as other information she submitted. Faith's address is [REDACTED].

If you have any questions, please contact me at 352-0640 extension 3764. We appreciate the City of Keene offering this scholarship to a deserving KHS graduating senior.

Sincerely,

Tracy Ahern  
Executive Assistant to the Principal

Enclosures



# KEENE HIGH SCHOOL

43 ARCH STREET

KEENE, NEW HAMPSHIRE 03431-2298

603/352-0640

March 26, 2019

Dear Director:

Faith Patenaude is dedicated, driven and talented. She is the type of student who always gives everything she takes on her full effort. Faith is a top student at Keene High School who is highly organized and highly motivated. As a senior, she ranks number 7 in a class of 284. Her cumulative grade point average is 4.30.

Thanks to her love of learning and understanding of the importance of education, Faith has found success in an extremely challenging program of study. As a junior she excelled in courses such as AP Environmental Science, AP Biology and Honors PreCalculus and now as a senior she takes on Calculus Honors, AP Psychology, AP Chemistry and more. She takes her academic challenges seriously, giving it one hundred percent and consistently going above and beyond. She has developed an interest in the science and potentially medicine but truly she has talents in all areas.

Faith is fully committed to the Arts. She has been involved in Drama Club throughout her high school years and has been dancing throughout her childhood. She is a talented singer in our A-Cappella Choir as well as two additional Keene High School student singing groups. She is an active member of the Math team and has been honored with induction into the National Honor Society. Faith has made a long-term commitment to the Girls Scouts, again showing how hard she works and how she is always looking to help others. She is the secretary of Interact, a Rotary- sponsored group for teens that focuses on community service efforts in our community and beyond. Faith participated in a service trip to Nicaragua with Interact and will travel to Greece and Italy on a school-sponsored trip this year. Again, she is full of determination, sincerity and commitment.

Faith is a serious student and a sweet, kind person. She keeps school as a top priority but knows being involved is so important to being her best as well. She thrives as a student and community member. She is an outstanding teen who will excel at the college level. Please feel free to contact me to further discuss her qualifications for this scholarship opportunity. I may be reached at (603) 352-0640 x3567.

Sincerely,

Michele Gates  
School Counselor



## Activities and Accomplishments

-Faith Patenaude-

- Member of Keene Drama Club: 9th-12th grade
- Member of the National Honors Society: 11th-12th grade
- Member of Keene High School Interact Club: 9th-12th grade
  - 9th & 10th grade - Board of Directors
  - 11th grade - Club Secretary
  - 12th grade - Calling Committee
- Attended the Advanced Studies Program at St. Paul's summer of 2018
  - Studied marine biology for the 6 weeks
- Member of the Math Team: 11th-12th grade
- Danced and did Musical Theater at Moco Arts: 9th-12th grade
- Performed for local community theater groups such as the Keene Lions Club:  
9th-12th grade
- Member of the Girl Scouts: 9th-11th grade
- Member of the female a capella group Momentum: 10th -12th grade
- Member of the coed a capella group Amplitude: 11th - 12th grade

**City of Keene, New Hampshire Trust Funds  
Deposit to Capital Reserves**

**Date:** 7/17/2019  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** Capital Reserve Appropriation

Capital Reserve	Purpose of Deposit	Amount
<b>#620 Transportation Improvement</b>		
	Period 4/1/19 - 6/30/19	<b>26,310.00</b>
<b>Total Deposit Request</b>		<b>26,310.00</b>

**Amount of Deposit:** \$26,310.00

**Account to be Credited:**  **City of Keene - Capital Reserve Fund #4474**

**Wire Funds To:** Cambridge Trust Company ABA #011300595  
 Attn: Wealth Management Account #02012505  
 Cambridge, MA 02138-1171  
 FBO: City of Keene  
 Capital Reserve Account #5204474

**Approved By Trustees:**

X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_



# CITY OF KEENE

6A1

R-2014-34-A

Fourteen

In the Year of Our Lord Two Thousand and .....  
Relating to the creation of a municipal transportation improvement fund

A RESOLUTION .....

*Resolved by the City Council of the City of Keene, as follows:*

- Whereas the City of Keene transportation infrastructure is essential to the economic development and vibrancy of City promoting opportunities for prosperity of our community,
- Whereas the roads, bridges, sidewalks, bicycle and pedestrian facilities envisioned by the Comprehensive Master Plan require additional resources, and
- Whereas the City's adopted fiscal policies state that the City will strive to diversify its revenues,

Now therefore be it resolved that the City of Keene establishes a municipal transportation improvement fund as authorized by RSA 261:153, VI to allow the City to fund, wholly or in part, improvements in the transportation system including roads, bridges, bicycle and pedestrian facilities, parking, and intermodal facilities, except for parking, in accordance with RSA 261:153, VI to be funded by a surcharge of \$5 on motor vehicle registrations.

Upon the prior approval of the City Council for any expenditure, the funds may be used for engineering, right of way acquisition, and construction costs of transportation facilities. It may also be used as a source for matching funds for state or federal funds allocated for transportation improvements.

The Trustees of Trust Funds for the City of Keene shall make payment to the City of Keene, on a reimbursement basis, based on reports provided by the City Manager or his/her designee.

This resolution and the authority granted by it shall remain in effect until rescinded.

In City Council January 15, 2015.  
Public Hearing set for February 5, 2015  
at 7:00 PM.

City Clerk

\_\_\_\_\_  
Kendall W. Lane, Mayor

In City Council February 19, 2015.  
Tabled to the next regular meeting to comply  
with statutory requirements.

City Clerk

PASSED March 5, 2015

A true copy;

Attest:

City Clerk

PENTAMATION ENTERPRISES  
 DATE: 07/11/2019  
 TIME: 11:11:16

CITY OF KEENE, NEW HAMPSHIRE  
 REVENUE STATUS REPORT

PAGE NUMBER: 1  
 REYSTALL

SELECTION CRITERIA: revldgr.key\_orgn='00603' and revldgr.account='42218'  
 ACCOUNTING PERIOD: 13/19

SORTED BY: \*FUND\*, \*FUNCTION\*, \*DEPARTMENT\*  
 TOTALLED ON: \*FUND\*, \*FUNCTION\*, \*DEPARTMENT\*  
 PAGE BREAKS ON: \*FUND\*

\*FUND\*-01 GENERAL FUND  
 \*FUNCTION\*-01 GENERAL GOVERNMENT

*DEPARTM-	TITLE	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
30	FINANCE	100,000.00	735.00	.00	95,186.00	4,814.00	95.19
	TOTAL FINANCE	100,000.00	735.00	.00	95,186.00	4,814.00	95.19
	TOTAL GENERAL GOVERNMENT	100,000.00	735.00	.00	95,186.00	4,814.00	95.19
	TOTAL GENERAL FUND	100,000.00	735.00	.00	95,186.00	4,814.00	95.19
	TOTAL REPORT	100,000.00	735.00	.00	95,186.00	4,814.00	95.19

68,876

{ 22,5407 7/1/18 - 9/30/18  
 22,2367 10/1/18 - 12/31/18  
 24,1007 1/1/19 - 3/31/19  
 -----  
 26,310

**City of Keene, New Hampshire Trust Funds  
Withdrawal from Capital Reserves**

**Date:** 7/17/2019  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** Capital Reserve Withdrawals

Capital Reserve	Purpose of Withdrawal	Amount
<b>#608 Wastewater Treatment Plant</b>		<b>630.00</b>
08095-A	WWTP Aeration Gate & Mixer	630.00
<b>#612 Fleet Equipment</b>		<b>71,294.00</b>
11003-A	FY19 Fleet Equipment	71,294.00
<b>#613 Sewer Infrastructure</b>		<b>1,931.92</b>
08055-19	FY19 Sewer Main Improvements	1,931.92
<b>#614 Water Infrastructure</b>		<b>26,241.53</b>
05009-16	FY16 Water Distribution Improvement	15,940.00
05009-17	FY17 Water Distribution Improvement	345.00
05039-C	Woodward Dam Improvements	2,833.35
05053-18	3.0 MG Water Tank Study	4,843.00
05071-B	Well Repair Rehab (West Street)	2,280.18
<b>Total Withdrawal Request</b>		<b>100,097.45</b>

**Amount of  
Withdrawal:** \$100,097.45

**Account to be  
Charged:**  City of Keene - Capital Reserve Fund #4474

**ACH Funds To:** Mascoma Savings Bank ABA #211770213  
 255 West Street  
 Keene, NH 03431  
 FBO: City of Keene  
 General Account #931158617

**Approved By Trustees:**

X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_

Capital Reserve Withdrawal											
FY19 Period #13 July 2019 Trustees Meeting											
										Cummulative	
										REQUEST	
										Trustee	
										FY19	
										July	
Project #	Reserve	Fund	Project Name	Cap Reserve Budget	Status	FY19 Pd 13 Expense	Revenue Other Sources	NET Exp Less Other Rev	Prior Mos Reimb Revenue	Trustees	
xxxx-x	600	26	TBD	0.00		0.00		0.00	0.00	0.00	Fire Equipment Capital Reserve
08072-A	607	32	Martell Ct- McGrinder Rehab /Headworks	200,000.00		24,763.78	1,350,000.00	(1,325,236.22)	16,960.65	(1,342,196.87)	Martell Court Capital Reserve
08093-A	607	32	Martell Ct Roof	10,135.00		0.00		0.00	0.00	0.00	Martell Court Capital Reserve
08098-17	607	32	FY17 Martell Court Force Main Emergency Plan	45,000.00		0.00		0.00	0.00	0.00	Martell Court Capital Reserve
08099-18	607	32	Martell Court Phase 2	69,592.00		0.00		0.00	0.00	0.00	Martell Court Capital Reserve
08030-C	608	32	Solids Dewatering Equipment	3,190,432.00		2,713,398.90	429,590.67	2,283,808.23	2,368,814.55	(85,006.32)	Wastewater Treatment Plant Reserve
08081-B	608	32	WWTP Blower Replacement	68,741.00		0.00		0.00	0.00	0.00	Wastewater Treatment Plant Reserve
08082-17	608	32	FY17 WWTP Sludge Pump Replacement	52,000.00		9,783.67		9,783.67	9,783.67	0.00	Wastewater Treatment Plant Reserve
08091-A	608	32	WWTP Roof Replacement	198,380.00		0.00		0.00	0.00	0.00	Wastewater Treatment Plant Reserve
08095-A	608	32	FY17 & FY16 WWTP Aeration Gate & Mixer Replace	210,340.00		42,925.00		42,925.00	42,925.00	630.00	Wastewater Treatment Plant Reserve
08096-A	608	32	Grit Removal	20,420.00		0.00		0.00	0.00	0.00	Wastewater Treatment Plant Reserve
08061-19	608	32	WWTP Generator Replacement	21,131.00		0.00		0.00	0.00	0.00	Wastewater Treatment Plant Reserve
08103-19	608	32	Non-Potable Water System	65,400.00		0.00		0.00	0.00	0.00	Wastewater Treatment Plant Reserve
05067-11	609	34	WTF Waste Tank Improvements	50,000.00		0.00		0.00	0.00	0.00	Water Treatment Plant Reserve
05082-A	609	34	WTF PLC Replacement	76,240.00		0.00		0.00	0.00	0.00	Water Treatment Plant Reserve
05089-17	609	34	FY17 WTF Pressure Reduction Valve Upgrade	101,648.00		36,078.73		36,078.73	36,078.73	0.00	Water Treatment Plant Reserve
05081-19	609	34	FY19 WTF Instrument Upgrade (on-line monitor)	49,522.00		0.00		0.00	0.00	0.00	Water Treatment Plant Reserve
xxxx-x	610	26	TBD	0.00		0.00		0.00	0.00	0.00	Transfer/Recycling - Solid Waste Facility
90000-19	611	26	FY19 Ambulance Replacement	240,000.00		239,019.00		239,019.00	239,019.00	0.00	Ambulance Cap Reserve
11003-A	612	41	Fleet (11003)			817,325.28		817,325.28	817,325.28	0.00	Equipment Fund Capital Reserve
11003-A	612	41	FY18 Fleet (11003)	731,752.00		628,804.00	60,000.00	568,804.00	568,804.00	0.00	Equipment Fund Capital Reserve
11003-A	612	41	FY19 Fleet (11003)	751,341.00		754,308.85		754,308.85	683,014.85	71,294.00	Equipment Fund Capital Reserve
08025-20	613	32	Sewer Water Rate Stucy	40,000.00		0.00		0.00	0.00	0.00	Sewer Infrastructure Capital Reserve
08055-16	613	32	FY16 Sewer Main Improvements	906,322.00		401,164.57		401,164.57	401,164.57	0.00	Sewer Infrastructure Capital Reserve
08055-18	613	32	FY18 Sewer Main Improvements	145,700.00		361,329.63		361,329.63	361,329.63	0.00	Sewer Infrastructure Capital Reserve
08055-19	613	32	FY19 Sewer Main Improvements	653,101.00		38,274.32		38,274.32	36,342.40	1,931.92	Sewer Infrastructure Capital Reserve
08066-12	613	32	FY12 Sewer Main Lining	117,995.00		0.00		0.00	0.00	0.00	Sewer Infrastructure Capital Reserve
08155-17	613	32	FY17 Sewer Main Improvements (Infra)	967,741.00		169,945.60		169,945.60	169,945.60	0.00	Sewer Infrastructure Capital Reserve
08035-18	613	32	Bridge Main - Roxbury Over Beaver Brook	40,000.00		0.00		0.00	0.00	0.00	Sewer Infrastructure Capital Reserve
08101-19	613	32	State Bypass Utilities (Winchester) Isl to Round	360,291.00		0.00		0.00	0.00	0.00	Sewer Infrastructure Capital Reserve
08102-19	613	32	Water Utility Bridges (Winchester over Ash Brook)	43,500.00		0.00		0.00	0.00	0.00	Sewer Infrastructure Capital Reserve
05009-16	614	34	FY16 Water Distribution Improvement	300,000.00		328,000.88	63,605.00	264,395.88	248,455.88	15,940.00	Water Infrastructure Capital reserve
05009-17	614	34	FY17 Water Distribution Improvements	146,896.00		266,895.60		266,895.60	266,550.60	345.00	Water Infrastructure Capital reserve
05009-19	614	34	FY19 Water Distribution Improvements	500,000.00		5,376.37	627,257.00	(621,880.63)	0.00	(621,880.63)	Water Infrastructure Capital reserve
05034-B	614	34	FY17 & FY16 Babbidge Dam Rehab	921,013.00		1,611,826.51	850,000.00	761,826.51	761,826.51	0.00	Water Infrastructure Capital reserve
05039-C	614	34	Woodward Dam Improvements	128,987.00		121,204.70		121,204.70	118,371.35	2,833.35	Water Infrastructure Capital reserve
05039-B	614	34	Woodward Dam Improvements	50,000.00		0.00		0.00	0.00	0.00	Water Infrastructure Capital reserve
05053-A	614	34	Water Storage Tank Upgrade	47,678.00		105,841.10	65,335.00	40,506.10	40,506.10	0.00	Water Infrastructure Capital reserve
05085-18	614	34	Bridge Main - Roxbury Over Beaver Brook	40,000.00		0.00		0.00	0.00	0.00	Water Infrastructure Capital reserve
05053-18	614	34	3.0 MG Water Tank Study	35,000.00		33,670.00		33,670.00	28,827.00	4,843.00	Water Infrastructure Capital reserve
05071-B	614	34	Well #1 Repair & Rehab-West Street Well (05019)	31,250.00		25,370.18		25,370.18	23,090.00	2,280.18	Water Infrastructure Capital reserve
05090-18	614	34	Drummer Hill Pump Replace	2,184,598.00		39,233.00	15,402.00	23,831.00	39,233.00	(15,402.00)	Water Infrastructure Capital reserve
05091-19	614	34	Water Utility Bridges (Winchester over Ash Brook)	38,300.00		0.00		0.00	0.00	0.00	Water Infrastructure Capital reserve
05092-19	614	34	State Bypass Utilities (Winchester) Isl to Round	250,500.00		0.00		0.00	0.00	0.00	Water Infrastructure Capital reserve
90081-F	615	26	Condition Assessment	12,500.00		10,162.50		10,162.50	10,162.50	0.00	City Hall Parking Deck Reserve
90041-E	616	26	Wells St Parking	259,193.00		469,689.31	369,117.00	100,572.31	92,981.06	7,591.25	Wells St Parking Garage - DO NOT DRAW CR
90081-F	616	26	Condition Assessment	12,500.00		10,162.50		10,162.50	10,162.50	0.00	Wells St Parking Garage
90151-A / T0617-B	617-B	26	Bridge Main Over Beaver Brook	410,865.81		2,132,158.99	962,802.67	1,169,356.32	410,865.81	0.00	Bridges Capital Reserve (City = 20% expenses)
90277-A / T0617-C	617-C	26	Winchester Bridge	213,000.00		91,544.89		91,544.89	91,544.89	0.00	Bridges Capital Reserve
90186-A / T0617-D	617-D	26	Roxbury Street Over Beaver Brook	184,000.00		147,824.60	736,000.00	(588,175.40)	18,798.96	(606,974.36)	Bridges Capital Reserve (City = 20% expenses)
90224-15	619	26	Commercial St Lot	271,135.00		334,238.14	99,090.00	235,148.14	235,148.14	0.00	Downtown Infra
90285-A	619	26	Parking Facility	672,000.00		0.00		0.00	0.00	0.00	Downtown Infra
90153-B	619	26	Gilbo East Parking Lot Improvement	185,000.00		364,302.21	203,408.00	160,894.21	160,894.21	0.00	Downtown Infra
90308-18	619	26	Lower Main Crosswalk Improvement	55,000.00		58,700.93	295,000.00	(236,299.07)	0.00	(236,299.07)	Downtown Infra
90032-17	620	26	FY17 Sidewalks	150,000.00		249,503.14	105,927.00	143,576.14	143,576.14	0.00	Transportation Improvement
90057-F	620	26	Phase 3 Cheshire Rail Trail	50,000.00		84,741.97	483,591.31	(398,849.34)	0.00	(398,849.34)	Transportation Improvement
90305-18	620	26	Marlboro Street Design (non-participating)	76,417.00		0.00	2,926.00	(2,926.00)	0.00	(2,926.00)	Transportation Improvement
90305-19	620	26	TAP Marlboro Street / Rail Trail	119,600.00		0.00	478,400.00	(478,400.00)	0.00	(478,400.00)	Transportation Improvement
									<b>Total</b>	<b>100,097.45</b>	July19 Cap Reserve WD



CITY OF KEENE, NH  
 REPORT OF THE TRUSTEES OF TRUST FUNDS  
 CAPITAL RESERVE (ACCOUNT NUMBER XXX4474)  
 FOR YEAR ENDING: 06/30/2019  
 AS OF: 06/30/2019

FUND NAME	PURPOSE	HOW INVESTED	DATE OF CREATION	PRINCIPAL									INCOME					TOTAL COST PRINCIPAL & INCOME		
				PRINCIPAL BEGIN COST BALANCE	PRINCIPAL NEW FUNDS	%	PRINCIPAL REALIZED GAINS	CAPITAL GAINS DIVIDENDS	PRINCIPAL FEES	PRINCIPAL WITHDRAWALS	PRINCIPAL ENDING COST BALANCE	PRINCIPAL ENDING FAIR VALUE	INCOME BEGIN BALANCE	INCOME PERCENT	INCOME	INCOME FEES	INCOME EXPENDED		INCOME ENDING BALANCE	
Ambulance Reserve	Police/Fire	Common Investment	1/1/1998	5,917.18	0.00	0.045714%	0.30	0.00	0.00	0.00	0.00	5,922.94	5,928.34	0.00	0.045714%	5.46	0.00	0.00	0.00	5,922.94
Bridges	Maintenance and Repair	Common Investment	1/1/2002	749,467.75	0.00	5.790109%	37.91	0.00	0.00	0.00	0.00	750,196.73	750,880.12	0.00	5.790109%	691.07	0.00	0.00	0.00	750,196.73
City Hall Parking DK	Maintenance and Repair	Common Investment	1/1/1999	130,937.21	0.00	1.011572%	6.62	0.00	0.00	0.00	0.00	131,064.56	131,183.95	0.00	1.011572%	120.73	0.00	0.00	0.00	131,064.56
Downtown Infrastructure and Facility	Economic Development	Common Investment	1/1/2008	1,282,854.45	0.00	9.910857%	64.89	0.00	0.00	0.00	0.00	1,284,102.23	1,285,271.99	0.00	9.910857%	1,182.89	0.00	0.00	0.00	1,284,102.23
Equipment Capital Reserve	Maintenance and Repair	Common Investment	1/1/1998	961,430.90	0.00	4.922136%	32.23	0.00	0.00	(324,313.00)	0.00	637,737.60	638,318.55	0.00	4.922136%	587.47	0.00	0.00	0.00	637,737.60
Fire Equipment	Police/Fire	Common Investment	1/1/1968	711,927.75	0.00	5.500089%	36.01	0.00	0.00	0.00	0.00	712,620.21	713,269.37	0.00	5.500089%	656.45	0.00	0.00	0.00	712,620.21
Hazardous Waste Site	Environmental Purposes	Common Investment	1/1/1988	49,511.36	0.00	0.382506%	2.50	0.00	0.00	0.00	0.00	49,559.51	49,604.66	0.00	0.382506%	45.65	0.00	0.00	0.00	49,559.51
Intersection Improv	Economic Development	Common Investment	1/1/1986	1,948.66	0.00	0.015055%	0.10	0.00	0.00	0.00	0.00	1,950.56	1,952.34	0.00	0.015055%	1.80	0.00	0.00	0.00	1,950.56
Landfill	Environmental Purposes	Common Investment	1/1/1980	21,607.92	0.00	0.166935%	1.09	0.00	0.00	0.00	0.00	21,628.93	21,648.63	0.00	0.166935%	19.92	0.00	0.00	0.00	21,628.93
Martel Court Pump St	Maintenance and Repair	Common Investment	1/1/1992	724,544.19	0.00	5.597559%	36.65	0.00	0.00	0.00	0.00	725,248.93	725,909.60	0.00	5.597559%	668.09	0.00	0.00	0.00	725,248.93
Sewer Infrastructure	Maintenance and Repair	Common Investment	1/1/1998	2,887,881.88	0.00	21.065194%	137.91	0.00	0.00	(161,217.47)	0.00	2,729,316.52	2,731,802.80	0.00	21.065194%	2,514.20	0.00	0.00	0.00	2,729,316.52
Transfer/Recycle Facility	Maintenance and Repair	Common Investment	1/1/1998	371,278.67	0.00	2.868361%	18.78	0.00	0.00	0.00	0.00	371,639.80	371,978.35	0.00	2.868361%	342.35	0.00	0.00	0.00	371,639.80
Transportation Improvement Fund	Maintenance and Repair	Common Investment	1/1/2015	252,249.97	0.00	1.948790%	12.76	0.00	0.00	0.00	0.00	252,495.32	252,725.33	0.00	1.948790%	232.59	0.00	0.00	0.00	252,495.32
Waste Water Treatment Plant	Maintenance and Repair	Common Investment	1/1/1992	1,893,062.01	0.00	14.298338%	93.61	0.00	0.00	(42,295.00)	0.00	1,852,567.17	1,854,254.77	0.00	14.298338%	1,706.55	0.00	0.00	0.00	1,852,567.17
Water Infrastructure	Maintenance and Repair	Common Investment	1/1/1998	2,283,077.89	585,000.00	21.998303%	144.02	0.00	0.00	(20,632.91)	0.00	2,850,214.58	2,852,810.98	0.00	21.998303%	2,625.58	0.00	0.00	0.00	2,850,214.58
Water Treatment Facility	Maintenance and Repair	Common Investment	1/1/1993	989,241.49	(585,000.00)	2.927762%	(635.53)	0.00	0.00	(25,274.00)	0.00	378,681.40	379,026.36	0.00	2.927762%	349.44	0.00	0.00	0.00	378,681.40
Wells Street Parking Str	Maintenance and Repair	Common Investment	1/1/1999	200,724.12	0.00	1.550720%	10.15	0.00	0.00	0.00	0.00	200,919.35	201,102.38	0.00	1.550720%	185.08	0.00	0.00	0.00	200,919.35
<b>TOTALS</b>				<b>13,517,663.40</b>	<b>0.00</b>	<b>100.000000%</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(573,732.38)</b>	<b>0.00</b>	<b>12,955,866.34</b>	<b>12,967,668.52</b>	<b>0.00</b>	<b>100.000000%</b>	<b>11,935.32</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,955,866.34</b>



CITY OF KEENE, NH  
 REPORT OF THE TRUSTEES OF TRUST FUNDS  
 LIBRARY RENOVATION TRUST FUND (ACCOUNT NUMBER XXX4490)  
 FOR YEAR ENDING: 06/30/2019  
 AS OF: 06/30/2019

FUND NAME	PURPOSE	HOW INVESTED	DATE OF CREATION	PRINCIPAL								INCOME					TOTAL COST PRINCIPAL & INCOME		
				PRINCIPAL BEGIN COST BALANCE	PRINCIPAL NEW FUNDS	%	PRINCIPAL REALIZED GAINS	CAPITAL GAINS DIVIDENDS	PRINCIPAL FEES	PRINCIPAL WITHDRAWALS	PRINCIPAL ENDING COST BALANCE	PRINCIPAL ENDING FAIR VALUE	INCOME BEGIN BALANCE	INCOME PERCENT	INCOME	INCOME FEES		INCOME EXPENDED	INCOME ENDING BALANCE
Library Renovation Fund	Library	Money Market	1/1/2015	33,604.03	1,200.00	100.000000%	0.00	0.00	(24.96)	(29,477.30)	5,301.77	5,301.77	10,522.70	100.000000%	80.77	0.00	(10,522.70)	80.77	5,382.54
<b>TOTALS</b>				<b>33,604.03</b>	<b>1,200.00</b>	<b>100.000000%</b>	<b>0.00</b>	<b>0.00</b>	<b>(24.96)</b>	<b>(29,477.30)</b>	<b>5,301.77</b>	<b>5,301.77</b>	<b>10,522.70</b>	<b>100.000000%</b>	<b>80.77</b>	<b>0.00</b>	<b>(10,522.70)</b>	<b>80.77</b>	<b>5,382.54</b>