



**Trustees of Trust Funds  
AGENDA**

City Hall 2<sup>nd</sup> Floor Conference Room  
December 18, 2019  
9:30 AM

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

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1. Approval of the November 2019 minutes
2. Common Trust Fund
  - a. Approval of Receipts = none
  - b. Approval of Disbursements
    - i. #529 Ashuelot River Park Trust = \$1,250.00
      - Reimburse City of Keene – AGM Landscaping
      - 2019 ARP Budget; Trustees 2/20/19
3. Capital Reserve Portfolio
  - a. Approval of Receipts = none
  - b. Approval of Disbursements
    - i. #600 Fire Equipment = \$557,099.00
    - ii. #609 Water Treatment Plant = \$13,528.90
    - iii. #613 Sewer Infrastructure = \$2,552.20
    - iv. #614 Water Infrastructure = \$51,095.64
    - v. #619 Downtown Infrastructure = \$6,394.28
4. Library Renovation Trust Fund
  - a. Acceptance of Donations = none
  - b. Approval of Disbursements = none
5. RFP for investment advisory services- ends June 2020
6. Distribution of MS9's for period ending November 30, 2019
  - a. Common Trust Funds – \$10,433,376.32
  - b. Capital Reserve Funds – \$15,589,694.63
  - c. Library Renovation Trust Fund – \$18,450.71
7. Updates/Future Items
  - a. January 15, 2020 – Annual election of Chairman & Vice Chairman
  - b. January 15, 2020 - Cambridge Trust quarterly review of trusts & capital reserves
  - c. Frank Wright Scholarship – 2020 student scholarship
  - d. Periodic review of Maurice Alger Scholarship

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

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

**Wednesday, November 20, 2019    9:30 AM    City Hall-2<sup>nd</sup> Floor Conference Room**

**Members Present:**

Sue Silver, Vice Chair  
Katherine Snow  
Mike Forrest  
Jennie Newcombe

**Staff Present:**

Karen Gray, Senior Staff Accountant  
Patricia Hurley, Staff Accountant / Secretary  
Andy Bohannon, Director of Parks, Recreation & Facilities

**Absent:**

Michelle Howard, Chair

**Other:**

**Approval of Minutes**

Ms. Silver made a motion to approve the minutes of the October 2019 meeting as presented. Ms. Newcombe seconded. Motion carried unanimously.

**COMMON TRUST FUNDS**

**RECEIPTS**

None

**DISBURSEMENTS**

**#570 Campo Santo Trust**

Mr. Bohannon was present requesting approval to pay Keene Monument Company, Inc. to replace seventeen markers at the Campo Santo lot in Woodland NED Cemetery. The repairs are at the request of family members Bill and Nancy Elliot who oversee upkeep of the family lot. Mr. Bohannon explained the history of the Campo Santo Trust and provided supporting documentation for the \$3,825.00 improvement costs.

Ms. Snow moved to accept the disbursement as presented, Mr. Forrest seconded. Motion carried unanimously.

**#581 Frank Wright Scholarship**

Mrs. Gray presented a \$497.50 disbursement to David Gray for Tia Auger's December 2019 rent payment while at Keene State College.

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

Mrs. Gray shared an e-mail she received from Ms. Auger on November 17, 2019 about her final semester at Keene State College. Since the courses to complete her major and minor will not be available in the spring, she will not be completing her degree as planned. Ms. Auger noted that she is exploring the options of online courses, or returning to Keene State College in the fall 2020 when classes rotate in, and is fully aware that she will not have financial assistance for either of these plans. Due to these circumstances, she wanted to advise the Trustees not to pay her January 2020 rent.

Ms. Auger thanked the Trustees for all the assistance she received, making her education possible.

### **#566 Flower Fund**

Mrs. Gray presented the Trustees with a letter from Mr. Eric Anderson, owner of Anderson the Florist on Davis Street in Keene, announcing his retirement and closure of the business on November 30, 2019. Mr. Anderson has provided wreaths and flowers for 37 families, at five of Keene's cemeteries, for many years, based on an itemized list from the City of Keene Flower Fund. Mrs. Gray noted that his services will be very hard to replace since Mr. Anderson has taken such personal care and attention to each of the plots he tended.

A discussion followed concerning the process of finding someone to take on this commitment, since it encompasses providing not only annual flowers, but also wreaths at Christmas, and Memorial Day flowers. Various suggestions included placing an ad, or contacting other communities to see whom they use. Ms. Snow proposed the Trustees buy the two wreaths to meet the Christmas obligation; meet with Mr. Anderson for guidance and or recommendations; and place an ad in the paper to begin a local search. The Trustees all agreed. Mrs. Gray advised a motion is not necessary to approve this, since it is already part of the cemetery fund.

### **CAPITAL RESERVES**

#### **RECEIPTS**

Mrs. Gray presented the FY20 Capital Reserve Appropriations of \$2,885,000.00 for Trustee approval, previously approved by City Council.

- Equipment Fund - \$665,000.00
- Wastewater Treatment Plant - \$120,000.00
- Water Treatment Facility - \$85,000.00
- Transfer/Recycling Center - \$65,000.00
- Sewer Infrastructure - \$615,000.00
- Water Infrastructure - \$675,000.00
- City Hall Parking Deck - \$30,000.00
- Wells Street Parking Deck - \$30,000.00
- Fire Equipment Replacement - \$400,000.00
- Downtown Infrastructure - \$200,000.00

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

#### **DISBURSEMENTS**

Mrs. Gray presented disbursements totaling \$77,466.48. Supporting documentation was attached for the Trustees review.

- Wastewater Treatment Plant - \$600.00
- Transfer/Recycling Center - \$58,508.00
- Sewer Infrastructure - \$2,080.68
- Water Infrastructure - \$16,277.80

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

**LIBRARY RENOVATION TRUST**

**RECEIPTS**

None

**DISBURSEMENTS**

None

**RFP for investment advisory services- ends June 2020**

Mrs. Gray presented a draft proposal for review by the Trustees. She advised the Trustees to review the draft; make changes/suggestions; and return to her by December 6, and she will provide a final copy for the Trustees review at the December meeting.

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

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

**Updates/Future Items**

The meeting adjourned at 10:15 a.m.

Respectfully submitted,  
Patricia S. Hurley

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

**Date:** 12/18/2019  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** Disbursement Request from Income

Trust #	Title of Trust	Purpose	Amount
529	Ashuelot River Park Trust	2019 Budget - reimbursement to City	1,250.00
		AGM Landscaping (fall cleanup)	
		Trustees approved 2/20/19 - project 90272-19	
<b>Total Withdrawal Request</b>			<b>1,250.00</b>

**Amount of  
Withdrawal:** \$1,250.00

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

**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 \_\_\_\_\_

City of Keene Trustees of Trust Funds (TTF)								
Approved Trustee Trust Fund Expenditures (as of December 18, 2019)								
		Status	Trustee Approved Date	Approved Amount	Actual Expense	Trustee Reimb Date	Unused Funds	Balance Remaining
<b>568</b>	<b>Monadnock View B</b>							
90270-A	Monadnock Entrance	Complete	12/15/2010	41,050.00	(27,490.31)	N/A	13,559.69	0.00
90270-B	West Cemetery Fence-Bradford Rd	Complete	12/17/2014	32,136.50	(24,681.00)	N/A	7,455.50	0.00
90270-M	Cemetery Mapping Intern	Complete	1/21/2015	1,700.00	(1,551.58)	N/A	148.42	0.00
90270-16	Signs for Woodland and NED Cemetery	Cancelled	2/17/2016	3,806.00	0.00		0.00	0.00
90270-16	Signs for Woodland and NED Cemetery	Complete	11/15/2017	3,341.54				
	Hamshaw Lumber				(438.86)	02/21/18	2,902.68	
	Ace Rental Center				(331.14)	02/21/18	2,571.54	
	Xpressmyself.com				(2,569.74)	02/21/18	1.80	0.00
90270-T	Woodland Tomb Repair	In Process	3/16/2016	3,749.00				
	Monadnock Fence				(2,654.00)	12/21/16	1,095.00	1,095.00
90270-??	Cemetery Management Software	In Process	12/20/2017	TBD				TBD
90270-C	Woodland Cemetery Culvert (CC approve 7/5/18)	In Process	6/20/2018	86,675.00				
	The Granite Group (PVC pipes)				(1,536.23)	07/18/18	85,138.77	
	SUR Construction				(39,384.62)	03/20/19	45,754.15	
	Gemgraphics Inc (plans & specs)				(75.76)	03/20/19	45,678.39	
	Beavercone Products				(1,875.75)	03/20/19	43,802.64	
	Postage (JE from postage meter)				(235.20)	03/20/19	43,567.44	
	Postage (Pcard)				(6.34)	03/20/19	43,561.10	
	SUR Construction				(16,498.11)	06/19/19	27,062.99	27,062.99
<b>529</b>	<b>Ashuelot River Park</b>							
	Budget for 2013	Complete		9,530.00	(9,276.95)	N/A	253.05	0.00
90272-14	Budget for 2014	Complete	2/19/2014	7,900.00	(6,160.00)	N/A	1,740.00	0.00
90272-15	Budget for 2015	Complete	1/1/2015	1,650.00	(257.60)	N/A	1,392.40	0.00
	Reallocate Budget for Park Trail expansion	Complete	10/21/2015	1,250.00	(393.23)	N/A	856.77	0.00
	M Johnson	Complete		5,000.00	(5,000.00)	N/A	0.00	0.00
90272-16	Budget for 2016	Complete	1/20/2016	7,900.00	(7,285.58)	3/16 - 2/17	614.42	0.00
90272-17	Budget for 2017	Complete	3/15/2017	13,175.00	(12,285.00)	6/17 - 12/17	890.00	0.00
90272-18	Budget for 2018	Complete	2/21/2018; 4/18/2018	16,670.00	(11,670.00)	6/18 - 1/19	5,000.00	0.00
90272-19	Budget for 2019	In Process	2/20/2019	12,295.00				
	FA Bartlett (Arborscape)				(1,500.00)	05/15/19	10,795.00	
	AGM Landscaping (spring clean-up)				(1,250.00)	08/21/19	9,545.00	
	AGM Landscaping (mulch)				(2,500.00)	08/21/19	7,045.00	
	FA Bartlett (tree removal; soil application; pruning ornamental)				(4,795.00)	10/16/19	2,250.00	
	AGM Landscaping (fall cleanup)				(1,250.00)	12/18/19	1,000.00	1,000.00
<b>528</b>	<b>Ashuelot River Park Memorial Trust</b>							
90272-A	Irrigation System RFP (CC 2019-2024 CIP)		10/21/2015; 9/19/18; 6/19/19	41,400.00				
	<i>Expend up to \$40,000 from ARP Memorial Trust - if insufficient funds the balance will come from the ARP Trust</i>							
	<i>6/19/19 additional \$1,400 for LED lights</i>							
	Knotts Land Care				(31,898.50)	01/16/19	9,501.50	
	Stiles Company				(1,422.00)	03/20/19	8,079.50	
	Knotts Land Care				(4,350.00)	06/19/19	3,729.50	

	Fred Hamblet (LED lights)				(1,300.00)	09/18/19	2,429.50	2,429.50	
<b>530</b>	<b>Rachel Marshall Trust</b>								
90275	Robin Hood Park- Trail Entrance	Complete	9/15/2010	55,000.00		N/A		0.00	
90275	Robin Hood Park- Stone Walls	Complete	12/19/2012	37,405.00		N/A		0.00	
90275-A	Robin Hood Park -Stone Walls Gazebo	Complete		43,750.00	(35,018.00)	N/A	8,732.00	0.00	
90275-A	Phil's Tree Service	Complete	12/18/2013	2,200.00	(2,200.00)	N/A	0.00	0.00	
90275-A	Equipment (benches, picnic tables, grills)	Complete	12/18/2013	4,895.00	(4,895.00)	N/A	0.00	0.00	
90275-A	Student Conservation Assoc Trail Restoration	Complete	2/19/2014	32,059.00	(32,058.00)	N/A	1.00	0.00	
90275-C	Carpenter Park- Design	Complete	3/18/2015	6,500.00	(6,500.00)	N/A	0.00	0.00	
90275-D	Rec Trail Grant (80% State - 20% Trust)	Complete	9/16/2015	7,000.00					
	Student Conservation Assoc				(6,619.40)	03/15/17	380.60	0.00	
	Carpenter Park Playground Equipment	CIP 2021	10/21/2015	17,502.00			17,502.00	17,502.00	
<b>567</b>	<b>Colony Lot Trust- Repairs to lot</b>								
	11/10/16 ABohannon - work never completed	Complete	7/16/2014	688.00	0.00	N/A	0.00	0.00	
	Memorial repairs - new footings	Complete	11/16/2016	1,174.85			1,174.85		
CambTr	Keene Monument Company				(1,174.85)	12/21/16	0.00	0.00	
<b>570</b>	<b>Campo Santo Trust-Repairs</b>								
		Complete	2/18/2015	2,390.00	(1,083.97)	N/A	1,306.03	0.00	
CambTr	Keene Monument Company (17 markers)	Complete	11/20/2019	3,825.00	(3,825.00)	11/20/19	0.00	0.00	
<b>585</b>	<b>Ingersoll Collection Trust</b>								
	Ingersoll cabinet LED lighting	Complete	12/20/2017	1,700.00			1,700.00		
00200 / 62498	Amer Electric				(300.00)	6/20/2018	1,400.00	0.00	
<b>510</b>	<b>Police Benevolent Fund</b>								
90255-B	Police Gym Maint	Complete	6/15/2016	4,300.00					
	Aatlantic Fitness (treadmill maint)				(637.33)	10/19/2016	3,662.67		
	Fred Hamblet (electric water bubbler)				(112.05)	10/19/2016	3,550.62		
	David Pellerin (install bubbler)				(585.96)	10/19/2016	2,964.66		
	PayPal (Elkay filtered bottle fill)				(1,529.85)	10/19/2016	1,434.81		
	Amazon				(1,430.48)	10/18/2017	4.33	0.00	
	Treadmill Replacement	Complete	8/16/2017	2,800.00					
	Fitness Equipment				(2,738.99)	10/18/17	0.00	0.00	
<b>582</b>	<b>Alger</b>								
		Jun-11	Complete	2/16/2011	5,000.00	(5,000.00)	N/A	0.00	0.00
		Jun-12	Complete	3/21/2012	5,000.00	(5,000.00)	N/A	0.00	0.00
		Jun-13	Complete	3/20/2013	5,000.00	(5,000.00)	N/A	0.00	0.00
		Jun-14	Complete	2/19/2014	5,000.00	(5,000.00)	N/A	0.00	0.00
	June 2015 - David Bain	Complete	3/18/2014	7,500.00	(7,500.00)	07/15/15	0.00	0.00	
	June 2016 - Andrew Winn	Complete	2/17/2016	6,000.00	(6,000.00)	07/20/16	0.00	0.00	
CambTr	June 2017 - Ty Holtzman	Complete	2/15/2017	6,000.00	(6,000.00)	07/19/17	0.00	0.00	
CambTr	June 2018 - Andrew Derry - So. NH University	Complete	2/21/2018	6,000.00	(6,000.00)	07/18/18	0.00	0.00	
CambTr	June 2019 - Faith Patenaude - Providence College	Complete	2/20/2019	7,000.00	(7,000.00)	07/17/19	0.00	0.00	
<b>581</b>	<b>Wright Scholarship</b>								
	Katie Carbonara	Complete	2/1/2014	100,000.00	(100,000.00)	N/A	0.00	0.00	

	<b>\$80,000 (\$20,000 per year x 4 years)</b>	<b>3/18/2015</b>						
	<i>2015-16 School Year - Tia Auger - year 1</i>	Complete	3/18/2015	20,000.00				
	Simmons College				(10,000.00)	07/15/15	0.00	<b>0.00</b>
	University of NE				(10,000.00)	12/16/15	0.00	<b>0.00</b>
	<i>2016-17 School Year - Tia Auger - year 2</i>	Complete		20,000.00	(17,311.94)		0.00	<b>0.00</b>
	<i>2017-18 School Year - Tia Auger - year 3</i>	Complete		20,000.00	(13,630.92)		0.00	<b>0.00</b>
	<i>2018-19 School Year - Tia Auger -gap year</i>	N/A		0.00				
	<i>2019-20 School Year - Tia Auger - year 4</i>	Complete		20,000.00	(8,919.46)	11/20/19	0.00	<b>0.00</b>
	<b>\$80,000 (\$20,000 per year x 4 years)</b>	<b>2/20/2019</b>						
CambTr	<i>2019-20 School Year - Owen Fauth - Vassar - year 1</i>	Complete	2/20/2019	20,000.00	(20,000.00)	07/17/19	60,000.00	<b>60,000.00</b>
	<i>2020-21 School Year - Owen Fauth - year 2</i>			20,000.00				
	<i>2021-22 School Year - Owen Fauth - year 3</i>			20,000.00				
	<i>2022-23 School Year - Owen Fauth - year 4</i>			20,000.00				
Notes: 01200 Parks & Rec 62498; 01102 Library Disbursement 62498; 02020 Memorial Tree 62498								



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

**Date:** 12/18/2019  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** Capital Reserve Withdrawals

Capital Reserve	Purpose of Withdrawal		Amount
<b>#600 Fire Equipment</b>			<b>557,099.00</b>
90003-20	Fire Dept Ladder Truck	557,099.00	
<b>#609 Water Treatment Plant</b>			<b>13,528.90</b>
05082-A	WTF PLC Replacement	13,528.90	
<b>#613 Sewer Infrastructure</b>			<b>2,552.20</b>
08055-19	FY19 Sewer Main Improvements	2,552.20	
<b>#614 Water Infrastructure</b>			<b>51,095.64</b>
05009-17	FY17 Water Distribution Improvements	175.00	
05034-B	Babbidge Dam Rehab	109.96	
05090-18	Drummer Hill Pump Replace	50,810.68	
<b>#619 Downtown Infrastructure</b>			<b>6,394.28</b>
90153-B	Gilbo East Parking Lot Improvements	6,394.28	
<b>Total Withdrawal Request</b>			<b>630,670.02</b>

**Amount of  
Withdrawal:** \$630,670.02

**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						Cummulative	REQUEST				
FY20 December 2019 Trustees Meeting								Trustee	FY20		
Project #	Reserve	Fund	Project Name	Cap Reserve Budget	Status	FY20 12/13/19 Expense	Revenue Other Sources	NET Exp Less Other Rev	Prior Mos Reimb Revenue	December Trustees	
90003-20	600	26	Fire Dept Ladder Truck	1,100,000.00		557,099.00		557,099.00	0.00	557,099.00	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)	Martel Court Capital Reserve
08093-A	607	32	Martel Ct Roof	10,135.00		0.00		0.00	0.00	0.00	Martel Court Capital Reserve
08098-17	607	32	FY17 Martel Court Force Main Emergency Plan	45,000.00		0.00		0.00	0.00	0.00	Martel Court Capital Reserve
08099-18	607	32	Martell Court Phase 2	69,592.00		0.00		0.00	0.00	0.00	Martel 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	61,076.00		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		43,525.00		43,525.00	43,525.00	0.00	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
05059-20	609	34	WTF Filter Media & Underdrain	191,466.00		0.00		0.00	0.00	0.00	Water Treatment Plant Reserve
05082-A	609	34	WTF PLC Replacement	76,240.00		59,828.09		59,828.09	46,299.19	13,528.90	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		8,011.38		8,011.38	8,011.38	0.00	Water Treatment Plant Reserve
90069-20	610	26	Recycling Center Equipment (Horizontal Baler)	300,000.00		58,508.00		58,508.00	58,508.00	0.00	Transfer/Recycling - Solid Waste Facility
xxxx-xx	611	26	TBD	0.00		0.00		0.00	0.00	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	754,308.85	0.00	Equipment Fund Capital Reserve
11003-A	612	41	FY20 Fleet (11003)	717,743.00		132,288.00		132,288.00	132,288.00	0.00	Equipment Fund Capital Reserve
08025-20	613	32	Sewer Water Rate Study	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		368,282.71		368,282.71	368,282.71	0.00	Sewer Infrastructure Capital Reserve
08055-19	613	32	FY19 Sewer Main Improvements	653,101.00		53,342.82		53,342.82	50,790.62	2,552.20	Sewer Infrastructure Capital Reserve
08055-27	613	32	FY20 Sewer Main Improvements	661,301.00		573.33		573.33	573.33	0.00	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		170,636.27		170,636.27	170,636.27	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	Sewer 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		328,082.88	63,605.00	264,477.88	264,477.88	0.00	Water Infrastructure Capital reserve
05009-17	614	34	FY17 Water Distribution Improvements	146,896.00		268,454.35		268,454.35	268,279.35	175.00	Water Infrastructure Capital reserve
05009-19	614	34	FY19 Water Distribution Improvements	500,000.00		14,259.69	627,257.00	(612,997.31)	0.00	(612,997.31)	Water Infrastructure Capital reserve
05034-B	614	34	FY17 & FY16 Babbidge Dam Rehab	841,013.00		1,632,616.98	850,000.00	782,616.98	782,507.02	109.96	Water Infrastructure Capital reserve
05039-C	614	34	Woodward Dam Improvements	208,987.00		121,205.25		121,205.25	121,205.25	0.00	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	33,670.00	0.00	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	25,370.18	0.00	Water Infrastructure Capital reserve
05090-18	614	34	Drummer Hill Pump Replace	2,184,598.00		133,010.15	15,402.00	117,608.15	66,797.47	50,810.68	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
05093-20	614	34	Well Field Evaluation	75,000.00		0.00		0.00	0.00	0.00	Water Infrastructure Capital reserve
05094-20	614	34	Black Brook Tank Repairs	5,000.00		0.00		0.00	0.00	0.00	Water Infrastructure Capital reserve
05095-20	614	34	Chapman Tank Repairs	25,000.00		0.00		0.00	0.00	0.00	Water Infrastructure Capital reserve
05096-20	614	34	1.5 MG Storage Tank Repairs	90,041.00		0.00		0.00	0.00	0.00	Water Infrastructure Capital reserve
05070-20	614	34	Water Booster Station (Fox Ave)	21,446.00		0.00		0.00	0.00	0.00	Water Infrastructure Capital reserve
05097-20	614	34	Water Booster Station (Glen Road)	21,446.00		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
90081-20	615	26	City Hall Parking Structural Repairs	52,300.00		0.00		0.00	0.00	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	438,636.04	2,304,890.18	962,802.67	1,342,087.51	410,865.81	931,221.70	Bridges Capital Reserve (City = 20% expenses)
90277-A / T0617-C	617-C	26	Winchester Over Ash Swamp	449,107.16	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	163,717.71	736,000.00	(572,282.29)	18,798.96	(591,081.25)	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	370,696.49	203,408.00	167,288.49	160,894.21	6,394.28	Downtown Infra
90308-18	619	26	Lower Main Crosswalk Improvement	55,000.00	343,556.92	295,201.18	48,355.74	48,355.74	0.00	Downtown Infra
90315-20	619	26	Downtown Revitalization	180,000.00	0.00		0.00	0.00	0.00	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	123.20	478,400.00	(478,276.80)	0.00	(478,276.80)	Transportation Improvement
								<b>Total</b>	<b>630,670.02</b>	Deceber19 Cap Reserve WD



CITY OF KEENE, NH  
 REPORT OF THE TRUSTEES OF TRUST FUNDS  
 CAPITAL RESERVE (ACCOUNT NUMBER XXX4474)  
 FOR YEAR ENDING: 06/30/2020  
 AS OF: 11/30/2019

FUND NAME	FUND #	PURPOSE	HOW INVESTED	DATE OF CREATION	PRINCIPAL								INCOME					TOTAL COST PRINCIPAL & INCOME	TOTAL MARKET VALUE PRINCIPAL & INCOME			
					OPENING 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 Capital Reserve	611	Police/Fire	Common Investment	1/1/1998	5,968.08	0.00	0.038446%	0.00	0.00	0.00	0.00	0.00	5,980.02	5,993.68	0.00	0.038446%	11.94	0.00	0.00	0.00	5,980.02	5,993.68
Bridge Capital Reserve	617	Maintenance and Repair	Common Investment	1/1/2002	755,914.34	0.00	4.869609%	0.00	0.00	0.00	0.00	757,426.87	759,157.22	0.00	4.869609%	1,512.53	0.00	0.00	0.00	757,426.87	759,157.22	
City Hall Parking Deck Capital Reserve	615	Maintenance and Repair	Common Investment	1/1/1999	132,063.46	30,000.00	1.044015%	0.00	0.00	0.00	0.00	162,387.74	162,758.72	0.00	1.044015%	324.28	0.00	0.00	0.00	162,387.74	162,758.72	
Downtown Infrastructure and Facility Capital Reserve	619	Economic Development	Common Investment	1/1/2008	1,245,413.10	200,000.00	9.311369%	0.00	0.00	0.00	0.00	1,448,305.28	1,451,613.96	0.00	9.311369%	2,892.18	0.00	0.00	0.00	1,448,305.28	1,451,613.96	
Fleet Equipment Capital Reserve	612	Maintenance and Repair	Common Investment	1/1/1998	438,031.29	665,000.00	7.105741%	0.00	0.00	0.00	0.00	1,105,238.38	1,107,763.32	0.00	7.105741%	2,207.09	0.00	0.00	0.00	1,105,238.38	1,107,763.32	
Fire Equipment Capital Reserve	600	Police/Fire	Common Investment	1/1/1968	718,051.43	400,000.00	7.202501%	0.00	0.00	0.00	0.00	1,120,288.57	1,122,847.89	0.00	7.202501%	2,237.14	0.00	0.00	0.00	1,120,288.57	1,122,847.89	
Hazardous Waste Site Capital Reserve	605	Environmental Purposes	Common Investment	1/1/1988	49,937.22	0.00	0.321696%	0.00	0.00	0.00	0.00	50,037.14	50,151.45	0.00	0.321696%	99.92	0.00	0.00	0.00	50,037.14	50,151.45	
Intersection Improvements Capital Reserve	603	Economic Development	Common Investment	1/1/1986	1,965.43	0.00	0.012661%	0.00	0.00	0.00	0.00	1,969.37	1,973.87	0.00	0.012661%	3.94	0.00	0.00	0.00	1,969.37	1,973.87	
Landfill Closure Capital Reserve	601	Environmental Purposes	Common Investment	1/1/1980	21,793.76	0.00	0.140396%	0.00	0.00	0.00	0.00	21,837.37	21,887.26	0.00	0.140396%	43.61	0.00	0.00	0.00	21,837.37	21,887.26	
Martel Court Pumping Station Capital Reserve	607	Maintenance and Repair	Common Investment	1/1/1992	730,776.40	0.00	4.707670%	0.00	0.00	0.00	0.00	732,238.64	733,911.45	0.00	4.707670%	1,462.24	0.00	0.00	0.00	732,238.64	733,911.45	
Sewer Infrastructure Capital Reserve	613	Maintenance and Repair	Common Investment	1/1/1998	2,729,451.75	615,000.00	21.531595%	0.00	0.00	0.00	(2,080.68)	3,349,058.94	3,356,709.92	0.00	21.531595%	6,687.87	0.00	0.00	0.00	3,349,058.94	3,356,709.92	
Transfer/Recycling Center Capital Reserve	610	Maintenance and Repair	Common Investment	1/1/1998	374,472.25	65,000.00	2.454176%	0.00	0.00	0.00	(58,508.00)	381,726.54	382,598.60	0.00	2.454176%	762.29	0.00	0.00	0.00	381,726.54	382,598.60	
Transportation Improvements Capital Reserve	620	Maintenance and Repair	Common Investment	1/1/2015	304,230.97	0.00	1.959860%	0.00	0.00	0.00	0.00	304,839.71	305,536.12	0.00	1.959860%	608.74	0.00	0.00	0.00	304,839.71	305,536.12	
Wastewater Treatment Plant Capital Reserve	608	Maintenance and Repair	Common Investment	1/1/1992	1,866,051.66	120,000.00	12.790304%	0.00	0.00	0.00	(600.00)	1,989,424.42	1,993,969.29	0.00	12.790304%	3,972.76	0.00	0.00	0.00	1,989,424.42	1,993,969.29	
Water Infrastructure Capital Reserve	614	Maintenance and Repair	Common Investment	1/1/1998	2,811,908.68	675,000.00	22.357847%	0.00	0.00	0.00	(16,277.80)	3,477,575.39	3,485,519.97	0.00	22.357847%	6,944.51	0.00	0.00	0.00	3,477,575.39	3,485,519.97	
Water Treatment Facility Capital Reserve	609	Maintenance and Repair	Common Investment	1/1/1993	327,086.18	85,000.00	2.654664%	0.00	0.00	0.00	0.00	412,910.74	413,854.04	0.00	2.654664%	824.56	0.00	0.00	0.00	412,910.74	413,854.04	
Wells Street Parking Facility Capital Reserve	616	Maintenance and Repair	Common Investment	1/1/1999	202,450.65	30,000.00	1.497450%	0.00	0.00	0.00	0.00	232,915.77	233,447.87	0.00	1.497450%	465.12	0.00	0.00	0.00	232,915.77	233,447.87	
<b>TOTALS</b>					<b>12,715,566.65</b>	<b>2,885,000.00</b>	<b>100.000000%</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(77,466.48)</b>	<b>15,554,160.89</b>	<b>15,589,694.63</b>	<b>0.00</b>	<b>100.000000%</b>	<b>31,060.72</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>15,554,160.89</b>	<b>15,589,694.63</b>	

CITY OF KEENE, NH  
 REPORT OF THE TRUSTEES OF TRUST FUNDS  
 LIBRARY RENOVATION TRUST FUND (ACCOUNT NUMBER XXX4490)  
 FOR YEAR ENDING: 06/30/2020  
 AS OF: 11/30/2019

FUND NAME	Fund #	PURPOSE	HOW INVESTED	DATE OF CREATION	PRINCIPAL								INCOME						TOTAL COST PRINCIPAL & INCOME	TOTAL MARKET VALUE 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	590	Library	Money Market	1/1/2015	18,231.57	0.00	100.000000%	0.00	0.00	(10.18)	0.00	18,221.39	18,221.39	202.30	100.000000%	27.02	0.00	0.00	229.32	18,450.71	18,450.71
<b>TOTALS</b>					<b>18,231.57</b>	<b>0.00</b>	<b>100.000000%</b>	<b>0.00</b>	<b>0.00</b>	<b>(10.18)</b>	<b>0.00</b>	<b>18,221.39</b>	<b>18,221.39</b>	<b>202.30</b>	<b>100.000000%</b>	<b>27.02</b>	<b>0.00</b>	<b>0.00</b>	<b>229.32</b>	<b>18,450.71</b>	<b>18,450.71</b>