



**Trustees of Trust Funds
AGENDA**

City Hall 2nd Floor Conference Room
January 15, 2020
9:30 AM

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

-
1. Election of Trustees of Trust Funds & Cemetery Trust Chairman and Vice-Chairman
 2. Approval of the December 2019 minutes
 3. Quarterly Review of Trusts and Capital Reserves – Cambridge Trust
 4. Common Trust Fund
 - a. Approval of Receipts
 - i. Cemetery Lot Sales through December 31, 2019
 - #565 Cemetery Trust Fund A – Perpetual Care of Cemeteries= \$5,437.50
 - #568 Cemetery Trust Fund B – Cemetery Capital Reserve = \$5,437.50
 - b. Approval of Disbursements = none
 5. Capital Reserve Portfolio
 - a. Approval of Receipts
 - i. Transportation Improvement through December 31, 2019 = \$22,267.00
 - b. Approval of Disbursements
 - i. #609 Water Treatment Plant = \$9,500.00
 - ii. #613 Sewer Infrastructure = \$20,032.89
 - iii. #614 Water Infrastructure = \$47,281.44
 - iv. #620 Transportation Improvement = \$2,353.45
 6. Library Renovation Trust Fund
 - a. Acceptance of Donations = none
 - b. Approval of Disbursements = none
 7. RFP for Investment Advisory and Reporting Services
 8. Distribution of MS9's for period ending December 31, 2019
 - a. Common Trust Funds – \$10,696,245.27
 - b. Capital Reserve Funds – \$14,933,676.77
 - c. Library Renovation Trust Fund – \$19,267.26
 9. Updates/Future Items
 - a. April 15, 2020 - Cambridge Trust quarterly review of trusts & capital reserves
 - b. Frank Wright Scholarship – 2020 student scholarship
 - c. Periodic review of Maurice Alger Scholarship

City of Keene
NEW HAMPSHIRE

TRUSTEES OF TRUST FUNDS
MEETING MINUTES

Wednesday, December 18, 2019 9:30 AM City Hall-2nd Floor Conference Room

Members Present:

Michelle Howard, Chair
Sue Silver, Vice Chair
Katherine Snow
Mike Forrest
Jennie Newcombe

Staff Present:

Karen Gray, Senior Staff Accountant

Absent:

Other:

Approval of Minutes

Ms. Snow made a motion to approve the minutes of the November 2019 meeting as presented, Ms. Newcombe seconded. Motion carried unanimously.

COMMON TRUST FUNDS

RECEIPTS

None

DISBURSEMENTS

#529 Ashuelot River Park Trust

Mrs. Gray presented a \$1,250.00 disbursement to reimburse the City of Keene for payments made to AGM Landscaping for fall cleanup. This item was a part of the 2019 Ashuelot River Park budget that was pre-approved by the Trustees on February 20, 2019.

Ms. Newcombe moved to accept the disbursement as presented, Mr. Snow seconded. Motion carried 4-0, with Ms. Silver recusing.

CAPITAL RESERVES

RECEIPTS

None

DISBURSEMENTS

Mrs. Gray presented disbursements totaling \$630,670.02. Supporting documentation was attached for the Trustees review and noted that the funds are reimbursing the City of Keene.

- #600 Fire Equipment - \$557,099.00
- #609 Water Treatment Plant - \$13,528.90
- #613 Sewer Infrastructure - \$2,552.20
- #614 Water Infrastructure - \$51,095.64
- #619 Downtown Infrastructure - \$6,394.28

Ms. Silver 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 and Reporting Services

The Trustees reviewed final proposed changes to the draft proposal. Ms. Gray thanked the Trustees for all of the prior recommendations and will forward the three (3) final changes to the purchasing department.

- a) Scope of Services
 - 1) Line 7 – change to read, “Prepare and submit the State of New Hampshire...”
- b) Firm Background, Experience and Personnel
 - 2) Line 3 – change to read, “...total number of years of experience, professional designations and licenses.”
 - 3) Line 8 – change to read, “Include current documentation indicating the firm...”

In accordance with City practices, the RFP will be posted to the City’s website and advertised by the City’s purchasing department. Ms. Gray will send a notification to all parties listed on the NH Attorney General listing of companies providing investment services to Trustees of Trust Fund.

Distribution of MS9’s for period ending November 30, 2019

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

Updates/Future Items

None

The meeting adjourned at 10:05 a.m.

Respectfully submitted,
Karen P. Gray

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

Date: 1/15/2020
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 (July 2019 - December 2019)	5,437.50
568	Monadnock View Cemetery B	1/2 Cemetery Lot Sales (July 2019 - December 2019)	5,437.50
Total Deposit Request			10,875.00

Amount of Deposit: \$10,875.00

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

0-85-11A

In the Year of Our Lord One Thousand Nine Hundred ~~xxx~~ 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

^A
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

^B
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
Check Request**

Date: 1/8/20

Check Payable to: Trustees of Trust Funds

Amount: \$10,875.00

Account to charge: 01 21301

Explanation: Cemetery lot sales for the period July 2019 – December 2019

Requested By: Karen Gray 1/8/20

Authorized Approval: [Signature] 1/8/20

December 31, 2019

List of plot sales billed out for but not fully paid

William Stevens \$800.00

Ross Williams \$314.00

Mary Gagne \$400.00

Patricia Savageau- Cook \$1600.00

Elizabeth Laroche \$400.00

Debby Sherwin \$300.00

Catherine Blair \$400.00

Joseph Clifford \$500.00

Robert Kerbaugh \$1500.00

Total \$ 6214.00

Balance in 01-21301 \$17089.00

Check Request \$10875.00

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

Date: 1/15/2020
To: Trustees of Trust Funds
From: Karen Gray, Senior Staff Accountant
RE: Capital Reserve Appropriation

Capital Reserve	Purpose of Deposit	Amount
#620 Transportation Improvement		
	Period 10/1/19 - 12/31/19	22,267.00
Total Deposit Request		22,267.00

Amount of Deposit: \$22,267.00

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 _____

PENTAMATION ENTERPRISES
 DATE: 01/07/2020
 TIME: 15:30:30

CITY OF KEENE, NEW HAMPSHIRE
 REVENUE STATUS REPORT

PAGE NUMBER: 1
 REVSTAL1

SELECTION CRITERIA: revlvedgr.key_orgn='00603' and revlvedgr.account='42218'
 ACCOUNTING PERIOD: 6/20

SORTED BY: *FUND* *FUNCTION* *DEPARTMENT*
 TOTALED 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	6,985.00	.00	45,510.00	54,490.00	45.51
TOTAL	FINANCE	100,000.00	6,985.00	.00	45,510.00	54,490.00	45.51
TOTAL	GENERAL GOVERNMENT	100,000.00	6,985.00	.00	45,510.00	54,490.00	45.51
TOTAL	GENERAL FUND	100,000.00	6,985.00	.00	45,510.00	54,490.00	45.51
TOTAL	REPORT	100,000.00	6,985.00	.00	45,510.00	54,490.00	45.51

22,2437 Sept 2019
 22,267



CITY OF KEENE

R-2014-34-A

6A1

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

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

Date: 1/15/2020
To: Trustees of Trust Funds
From: Karen Gray, Senior Staff Accountant
RE: Capital Reserve Withdrawals

Capital Reserve	Purpose of Withdrawal	Amount
#609 Water Treatment Plant		9,500.00
05082-A	WTF PLC Replacement	9,500.00
#613 Sewer Infrastructure		20,032.89
08055-19	FY19 Sewer Main Improvements	1,282.89
08101-19	State ByPass Utilities (Winchester St)	18,750.00
#614 Water Infrastructure		47,281.44
05009-17	FY17 Water Distribution Improvements	1,017.04
05034-B	Babbidge Dam Rehab	5,407.88
05090-18	Drummer Hill Pump Replace	28,361.56
05092-19	State ByPass Utilities (Winchester St)	12,494.96
#620 Transportation Improvement		2,353.45
90032-17	FY17 Sidewalks	2,353.45
Total Withdrawal Request		79,167.78

**Amount of
Withdrawal:** \$79,167.78

**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																				
FY20 January 2020 Trustees Meeting																				
				Cap Reserve																
Project #	Reserve	Fund	Project Name	Budget	Status	FY20 1/7/20	Revenue	NET	Prior Mos Reimb	Cummulative	REQUEST									
						Expense	Other Sources	Exp Less Other Rev	Revenue	Trustee	FY20									
										Revenue	Trustees									
90003-20	600	26	Fire Dept Ladder Truck	1,100,000.00		557,099.00				557,099.00	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)									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		69,328.09		69,328.09		59,828.09	9,500.00									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		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		54,625.71		54,625.71		53,342.82	1,282.89									Sewer Infrastructure Capital Reserve
08055-ZZ	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		18,750.00		18,750.00		0.00	18,750.00									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		269,471.39		269,471.39		268,454.35	1,017.04									Water Infrastructure Capital reserve
05009-19	614	34	FY19 Water Distribution Improvements	500,000.00		15,600.91	627,257.00	(611,656.09)		0.00	(611,656.09)									Water Infrastructure Capital reserve
05034-B	614	34	FY17 & FY16 Babbidge Dam Rehab	841,013.00		1,638,024.86	850,000.00	788,024.86		782,616.98	5,407.88									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		161,371.71	15,402.00	145,969.71		117,608.15	28,361.56									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		12,494.96		12,494.96		0.00	12,494.96									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	167,288.49	0.00	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		251,856.59	105,927.00	145,929.59	143,576.14	2,353.45	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		37,492.54	478,400.00	(440,907.46)	0.00	(440,907.46)	Transportation Improvement
									Total	79,167.78	January20 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: 12/31/2019

FUND NAME	FUND #	PURPOSE	HOW INVESTED	DATE OF CREATION	PRINCIPAL								INCOME					TOTAL COST 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	5,980.02	0.00	0.040071%	0.00	0.00	0.00	0.00	0.00	5,984.10	5,997.40	0.00	0.040071%	4.08	0.00	0.00	0.00	5,984.10	
Bridge Capital Reserve	617	Maintenance and Repair	Common Investment	1/1/2002	757,426.87	0.00	5.075400%	0.00	0.00	0.00	0.00	0.00	757,943.85	759,628.11	0.00	5.075400%	516.98	0.00	0.00	0.00	757,943.85	
City Hall Parking Deck Capital Reserve	615	Maintenance and Repair	Common Investment	1/1/1999	162,387.74	0.00	1.088135%	0.00	0.00	0.00	0.00	0.00	162,498.58	162,859.67	0.00	1.088135%	110.84	0.00	0.00	0.00	162,498.58	
Downtown Infrastructure and Facility Capital Reserve	619	Economic Development	Common Investment	1/1/2008	1,448,305.28	0.00	9.662022%	0.00	0.00	0.00	(6,394.28)	1,442,895.16	1,446,101.48	0.00	9.662022%	984.16	0.00	0.00	0.00	0.00	1,442,895.16	
Fleet Equipment Capital Reserve	612	Maintenance and Repair	Common Investment	1/1/1998	1,105,238.38	0.00	7.406031%	0.00	0.00	0.00	0.00	0.00	1,105,992.75	1,108,450.42	0.00	7.406031%	754.37	0.00	0.00	0.00	1,105,992.75	
Fire Equipment Capital Reserve	600	Police/Fire	Common Investment	1/1/1968	1,120,288.57	0.00	3.773846%	0.00	0.00	0.00	(557,099.00)	563,573.97	564,826.31	0.00	3.773846%	384.40	0.00	0.00	0.00	0.00	563,573.97	
Hazardous Waste Site Capital Reserve	605	Environmental Purposes	Common Investment	1/1/1988	50,037.14	0.00	0.335291%	0.00	0.00	0.00	0.00	50,071.29	50,182.56	0.00	0.335291%	34.15	0.00	0.00	0.00	0.00	50,071.29	
Intersection Improvements Capital Reserve	603	Economic Development	Common Investment	1/1/1986	1,969.37	0.00	0.013196%	0.00	0.00	0.00	0.00	1,970.71	1,975.09	0.00	0.013196%	1.34	0.00	0.00	0.00	0.00	1,970.71	
Landfill Closure Capital Reserve	601	Environmental Purposes	Common Investment	1/1/1980	21,837.37	0.00	0.146329%	0.00	0.00	0.00	0.00	21,852.27	21,900.83	0.00	0.146329%	14.90	0.00	0.00	0.00	0.00	21,852.27	
Martel Court Pumping Station Capital Reserve	607	Maintenance and Repair	Common Investment	1/1/1992	732,238.64	0.00	4.906618%	0.00	0.00	0.00	0.00	0.00	732,738.42	734,366.67	0.00	4.906618%	499.78	0.00	0.00	0.00	0.00	732,738.42
Sewer Infrastructure Capital Reserve	613	Maintenance and Repair	Common Investment	1/1/1998	3,349,058.94	0.00	22.424423%	0.00	0.00	0.00	(2,552.20)	3,348,790.87	3,356,232.36	0.00	22.424423%	2,284.13	0.00	0.00	0.00	0.00	3,348,790.87	
Transfer/Recycling Center Capital Reserve	610	Maintenance and Repair	Common Investment	1/1/1998	381,726.54	0.00	2.557890%	0.00	0.00	0.00	0.00	381,987.08	382,835.91	0.00	2.557890%	260.54	0.00	0.00	0.00	0.00	381,987.08	
Transportation Improvements Capital Reserve	620	Maintenance and Repair	Common Investment	1/1/2015	304,839.71	0.00	2.042684%	0.00	0.00	0.00	0.00	0.00	305,047.78	305,725.64	0.00	2.042684%	208.07	0.00	0.00	0.00	0.00	305,047.78
Wastewater Treatment Plant Capital Reserve	608	Maintenance and Repair	Common Investment	1/1/1992	1,989,424.42	0.00	13.330825%	0.00	0.00	0.00	0.00	0.00	1,990,782.28	1,995,206.08	0.00	13.330825%	1,357.86	0.00	0.00	0.00	0.00	1,990,782.28
Water Infrastructure Capital Reserve	614	Maintenance and Repair	Common Investment	1/1/1998	3,477,575.39	0.00	22.960311%	0.00	0.00	0.00	(51,095.64)	3,428,818.49	3,436,437.79	0.00	22.960311%	2,338.74	0.00	0.00	0.00	0.00	3,428,818.49	
Water Treatment Facility Capital Reserve	609	Maintenance and Repair	Common Investment	1/1/1993	412,910.74	0.00	2.676196%	0.00	0.00	0.00	(13,528.90)	399,654.43	400,542.52	0.00	2.676196%	272.59	0.00	0.00	0.00	0.00	399,654.43	
Wells Street Parking Facility Capital Reserve	616	Maintenance and Repair	Common Investment	1/1/1999	232,915.77	0.00	1.560732%	0.00	0.00	0.00	0.00	0.00	233,074.74	233,592.67	0.00	1.560732%	158.97	0.00	0.00	0.00	0.00	233,074.74
TOTALS					15,554,160.89	0.00	100.000000%	0.00	0.00	0.00	(630,670.02)	14,933,676.77	14,966,861.51	0.00	100.000000%	10,185.90	0.00	0.00	0.00	0.00	14,933,676.77	

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: 12/31/2019

FUND NAME	Fund #	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	590	Library	Money Market	1/1/2015	18,221.39	802.88	100.000000%	0.00	0.00	(10.11)	0.00	19,014.16	19,014.16	229.32	100.000000%	23.78	0.00	0.00	253.10	19,267.26
TOTALS					18,221.39	802.88	100.000000%	0.00	0.00	(10.11)	0.00	19,014.16	19,014.16	229.32	100.000000%	23.78	0.00	0.00	253.10	19,267.26