



**Trustees of Trust Funds  
AGENDA**

City Hall 2<sup>nd</sup> Floor Conference Room  
February 19, 2020  
9:30 AM

Michael Forrest  
Marilyn Gemmell  
Jennie Newcombe, Vice Chairman  
Susan Silver, Chairman  
Katherine Snow

- 
1. Approval of the January 2020 minutes
  2. Common Trust Fund
    - a. Approval of Receipts = none
    - b. Approval of Disbursements = none
    - c. #529 Ashuelot River Park 2020 budget
    - d. #582 Maurice Alger Scholarship for 2020
    - e. #581 Frank Wright Scholarship for 2020
  3. Capital Reserve Portfolio
    - a. Approval of Receipts = none
    - b. Approval of Disbursements
      - i. #608 Wastewater Treatment Plant = \$3,018.42
      - ii. #614 Water Infrastructure = \$67,221.43
  4. Library Renovation Trust Fund
    - a. Acceptance of Donations = none
    - b. Approval of Disbursements = none
  5. RFP for Investment Advisory and Reporting Services
  6. Distribution of MS9's for period ending January 31, 2020
    - a. Common Trust Funds – \$10,677,797.02
    - b. Capital Reserve Funds – \$14,925,994.37
    - c. Library Renovation Trust Fund – \$119,280.50
  7. Other
    - a. Human Services Holiday Program
    - b. Updated membership listing of Trustees of Trust Funds and Cemetery Trusts
  8. Updates/Future Items
    - a. April 15, 2020 - Cambridge Trust quarterly review of trusts & capital reserves

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

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

**Wednesday, January 15, 2020      9:30 AM      City Hall-2<sup>nd</sup> 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:**

Judith Noel – Cambridge Trust Company  
Eric Jussaume – Cambridge Trust Company

**Approval of Minutes**

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

**Election of Chair and Vice Chair**

Ms. Snow made a motion to elect Susan Silver as Chair, Mr. Forrest seconded. Motion carried.

Ms. Silver made a motion to elect Jennie Newcombe as Vice Chair, Ms. Howard seconded. Motion carried.

**Portfolio Review with Cambridge Trust**

Judith Noel, Sr. Vice President and Trust Officer introduced Eric C. Jussaume, Senior Vice President, Senior Portfolio Manager & Director of Fixed Income who will be managing the investment portfolios moving forward. Maureen Kelliher who has been managing the portfolios since 2013 is retiring.

Mr. Jussaume provided an outlook on the economy stating that although the economic indicators in the U.S. are very strong, the exceptional returns of 2019 should not be expected in 2020. The Common Trust portfolio had a great year in 2019 with a 23.43% change in market value. As of December 31, 2019, the market value was \$10,724,077; with estimated annual income of over \$288,000 and an estimated portfolio yield of 2.69%.

The Capital Reserve market value as of December 31, 2019 was \$15,008,389, estimated annual income of \$273,000 and an estimated portfolio yield of 1.82%. The FY20 appropriation of \$2,885,000 from the City to the Capital Reserves took place in late November 2019 leaving a cash balance of over \$6 million. Mrs. Gray indicated that about \$3,000,000 should remain liquid to cover spring/summer construction expenses but that the balance can be invested. Mr. Jussaume indicated that this is a good time and that he will move forward with investing the excess cash balance in a laddered structure for maturity.

The Library Renovation Trust market value as of December 31, 2019 was \$19,291 with estimated annual income of \$280 and an estimated portfolio yield of 1.45%. Ms. Gray advised that this account should be closing before the end of the year and she is working with the Library Trustees to determine a plan for any remaining fund raising donations.

## **COMMON TRUST FUNDS**

### **RECEIPTS**

#### **Cemetery Lot Sales**

Mrs. Gray presented \$10,875.00 for cemetery lot purchases received through December 2019; with \$5,437.50 for #565 Cemetery Trust Fund A – Perpetual Care of Cemeteries, and \$5,437.50 for #568 Cemetery Trust Fund B - Cemetery Capital Reserve.

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

### **DISBURSEMENTS**

**None**

## **CAPITAL RESERVES**

### **RECEIPTS**

Mrs. Gray presented the Transportation Improvement Fund receipts of \$22,267.00 for the period ending December 31, 2019. Mrs. Gray reminded the Trustees this is from the \$5.00 surcharge on vehicle registrations.

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

### **DISBURSEMENTS**

Mrs. Gray presented disbursements totaling \$79,167.78. Supporting documentation was attached for the Trustees review and noted that the funds are reimbursing the City of Keene.

- #609 Water Treatment Plant - \$9,500.00
- #613 Sewer Infrastructure - \$20,032.89
- #614 Water Infrastructure - \$47,281.44
- #620 Transportation Improvement - \$2,353.44

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 and Reporting Services**

Ms. Gray updated the Trustees on the RFP for Investment Advisory and Reporting Services. On January 9, 2020 the Purchasing Department posted the bid to the purchasing website and Ms. Gray notified – via email - all parties registered with the NH Attorney General of the posting. Interest parties must register with Public Purchase in order to access the RFP. The bids are due at 4PM on Thursday February 13, 2020.

Ms. Gray provided each Trustee with a binder that includes the final RFP, evaluation process overview and instructions, RSA's pertaining to investments of Trust Funds and Capital Reserves and ranking sheets for the initial RFP review and interviews.

As a new Trustee will be appointed before the end of the RFP process to replace Ms. Howard, she was invited by the Trustees to remain a member of the RFP Review Committee. Ms. Howard agreed that she would be happy to remain a part of the committee if her schedule permitted.

Ms. Gray will notify the Trustees of the bids received and availability for pickup. All bids not picked up before the February 19, 2020 meeting will be brought to the meeting for distribution.

**Distribution of MS9's for period ending December 31, 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 10:45 a.m.

Respectfully submitted,  
Karen P. Gray

City of Keene  
New Hampshire

DATE: January 27, 2020  
 TO: Trustees of Trust Funds  
 THROUGH: Karen Gray, Senior Staff Accountant  
 FROM: Andy Bohannon, Parks, Recreation & Facilities Director  
 SUBJECT: Ashuelot River Park Budget



Recommendation:

Move that the Trustees of Trust Funds authorize the adopted budget of \$23,000.00 from the Ashuelot River Park Advisory Board for services in 2020 as proposed.

Background:

On January 14, 2020, the Ashuelot River Park Advisory Board voted 8-0 to send the proposed budget to the Trustees for approval of the budget in the amount of \$23,000.00.

The Advisory Board has revised the scope of the budget for 2020 for the purposes of including the Conway School of Landscape Design. In 2019, the Board worked with Conway to create scope of work to have two master level students create master plan for the park. The project will be completed during the spring semester.

This budget includes a landscape budget for spring and fall cleanup and mulching. Additionally, funding for the annual work with Bartlett Tree's certified arborist who has reviewed the work and created a plan approved by the Board.

<b>Ashuelot River Park Advisory Board Proposed Budget 2020</b>		
	updated 1.27.20	
	<b>Budget</b>	<b>Difference</b>
<b>CONWAY SCHOOL</b>	\$ 12,500.00	\$ -
<b>Landscape Contract</b>	\$ 6,000.00	\$ -
Clean Up - Spring	\$ 1,500.00	
Mulch	\$ 3,000.00	
Clean Up - Fall	\$ 1,500.00	
<b>Bartlett Tree - Pruning</b>	\$ 3,500.00	\$ -
<b>Miscellaneous (not contract)</b>	\$ 1,000.00	\$ -
<b>Total*</b>	<b>\$ 23,000.00</b>	<b>\$ -</b>
<b>*Conway School to utilize Memorial Trust Fund &amp; ARP Trust</b>		
<b>Memorial Trust Fund</b>	<b>\$ 5,813.63</b>	
<b>ARP Trust</b>	<b>\$ 6,686.37</b>	

Estimated Income Available for 2020 Scholarships

**Maurice Alger Scholarship Fund**

Income as of 1/31/20 \$8,288

**Frank Wright Scholarship Fund**

Income as of 1/31/20 \$118,754  
 2019 Scholarship year 2 (\$20,000)  
 2019 Scholarship year 3 (\$20,000)  
 2019 Scholarship year 4 (\$20,000)  


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 Available Income (1/31/20 available) \$58,754

	Annual Income Available for Scholarship	Proposed New Scholarship	Est EOY Income Balance	
Estimated Income FY20	\$0	2020 Scholarship year 1 (\$20,000)	\$38,754	
Estimated Income FY21	\$25,000	2020 Scholarship year 2 (\$20,000)	\$43,754	
Estimated Income FY22	\$25,000	2020 Scholarship year 3 (\$20,000)	\$48,754	
Estimated Income FY23	\$25,000	2020 Scholarship year 4 (\$20,000)	\$53,754	Estimated Ending Income

Calculated Estimated Income Average			Income Available For
	Actual Income	Less 20% to Principal	Scholarship
FY19	\$33,300	(\$6,620)	\$26,680
FY18	\$32,754	(\$6,550)	\$26,204
FY17	\$34,281	(\$6,856)	\$27,425
FY16	\$30,741	(\$6,148)	\$24,593
FY15	\$32,483	(\$6,496)	\$25,987
<b>5 Year Average</b>	<b>\$32,712</b>	<b>(\$6,534)</b>	<b>\$26,178</b>

Note: Used estimate of \$25,000 on projections

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

**Date:** 2/19/2020  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** Capital Reserve Withdrawals

Capital Reserve	Purpose of Withdrawal		Amount
<b>#68 Wastewater Treatment Plant</b>			<b>3,018.42</b>
08095-A	FY16/17 WWTP Aeration Gate & Mixer	3,018.42	
<b>#614 Water Infrastructure</b>			<b>67,221.43</b>
05034-B	Babbidge Dam Rehab	24,574.08	
05090-18	Drummer Hill Pump Replace	22,336.35	
05070-20	Water Booster Station (Fox Ave)	10,155.49	
05097-20	Water Booster Station (Glen Road)	10,155.51	
<b>Total Withdrawal Request</b>			<b>70,239.85</b>

**Amount of  
Withdrawal:** \$70,239.85

**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 February 2020 Trustees Meeting											
										Cummulative	
										REQUEST	
										Trustee	
										FY20	
Project #	Reserve	Fund	Project Name	Cap Reserve Budget	Status	FY20 2/14/20 Expense	Revenue Other Sources	NET Exp Less Other Rev	Prior Mos Reimb Revenue	February Trustees	
90003-20	600	26	Fire Dept Ladder Truck	1,100,000.00		557,099.00		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		46,543.42		46,543.42	43,525.00	3,018.42	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		67,918.66		67,918.66	69,328.09	(1,409.43)	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	54,625.71	0.00	Sewer Infrastructure Capital Reserve
08055-22	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	18,750.00	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		269,471.39		269,471.39	269,471.39	0.00	Water Infrastructure Capital reserve
05009-19	614	34	FY19 Water Distribution Improvements	500,000.00		15,609.91	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		1,662,598.94	850,000.00	812,598.94	788,024.86	24,574.08	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		183,708.06	15,402.00	168,306.06	145,969.71	22,336.35	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	12,494.96	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		10,155.49		10,155.49	0.00	10,155.49	Water Infrastructure Capital reserve
05097-20	614	34	Water Booster Station (Glen Road)	21,446.00		10,155.51		10,155.51	0.00	10,155.51	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	7,594.25	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





January 30, 2020

City of Keene Finance Dept. & HR Dept.  
Attn: Laurie & Sherryl  
3 Washington St.  
Keene, NH 03431

Dear City of Keene Finance Dept. & HR Dept.,

All of us in Human Services would like to extend our deep appreciation and gratitude for making this an unbelievable Christmas season for your adopted family. It was obvious that you had a kind and giving heart when deciding to provide a wonderful holiday experience for your family. Your gifts made all the difference in the world to them.

Each year, it is such a joy to be able to greet the families as they pick up their gifts. Smiles, tears of joy, amazement, and complete and utter disbelief are the only way to describe the look on your family's face. Our families were so touched that "someone they don't even know cared enough about them to assure that their Christmas was special." Enclosed, please find a thank you note from your family for you to enjoy.

Thank you again for your support and generosity in making the Holiday Sponsorship Program a complete success. Best wishes for a happy, healthy New Year!

Sincerely,

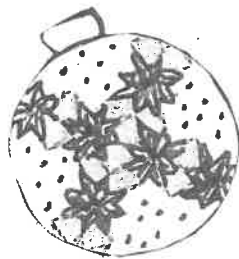
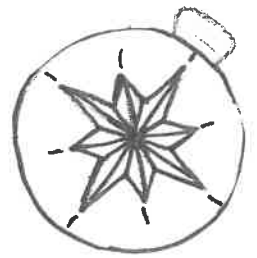
Amy Lawliss, Natalie Darcy & Amanda Burdick  
City of Keene  
Human Services Department

*Thank you all for your generosity and kindness this holiday season. It truly made the holiday bright for the families. Respectfully,  
Amy Lawliss*

*Thank you for your ongoing support of our holiday program. It means the world to us!  
To call  
John Call  
Thank you so much for your generosity!  
Amanda Burdick*

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Season's



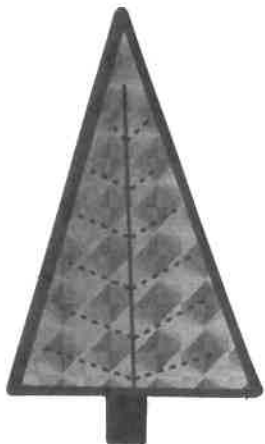
Greetings.

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To the Finance Dept. Staff,

Thank you so much for making our  
Christmas so special! As a single man  
it means so much and I will forever  
be grateful ♡

Merry Christmas from Angel and  
Family



Thank You for the most amazing Christmas.  
To say I was overwhelmed is an understatement.  
Words cannot express how wonderful our holiday  
was.

Happy Holidays to you all!

Rissa + family



# City of Keene

*New Hampshire*

**Effective February 6, 2020 the following individuals are currently appointed City of Keene, Trustees of Trust Funds and Cemetery Trustees.**

<b>Trustees</b>	<b>Term Expires</b>
Michael B. Forrest 7 Marguerite Street Keene, NH 03431	12/31/2020 1 <sup>st</sup> Term
Marilyn Gemmell 40 D Stonehouse Lane Keene, NH 03431	12/31/2022 1st Term
Jennie Newcombe 324 Main Street Keene, NH 03431	12/31/2021 1 <sup>st</sup> Term
Susan H. Silver 62 Dale Drive Keene, NH 03431	12/31/2022 2 <sup>nd</sup> Term
Katherine Snow 54 West Surry Road Keene, NH 03431	12/31/2021 2 <sup>nd</sup> Term

Merri Howe, Assistant Finance Director  
February 14, 2020

CITY OF KEENE, NH  
 REPORT OF THE TRUSTEES OF TRUST FUNDS  
 COMMON TRUST FUND (ACCOUNT NUMBER XXX4482)  
 FOR YEAR ENDING: 06/30/2020  
 AS OF: 01/31/2020

FUND NAME	FUND #	PURPOSE	HOW INVESTED	DATE OF CREATION	PRINCIPAL										INCOME					TOTAL COST PRINCIPAL & INCOME	TOTAL MARKET VALUE PRINCIPAL & INCOME			
					PRINCIPAL BEGIN MARKET VALUE	PRINCIPAL BEGIN COST BALANCE	PRINCIPAL NEW FUNDS	%	PRINCIPAL UNREALIZED GAIN/LOSS	PRINCIPAL REALIZED GAIN/LOSS	CAPITAL GAINS DIVIDENDS	PRINCIPAL FEES	PRINCIPAL WITHDRAWALS	PRINCIPAL ENDING COST BALANCE	PRINCIPAL ENDING MARKET VALUE	INCOME BEGIN BALANCE	INCOME PERCENT	INCOME	INCOME FEES			INCOME EXPENDED	INCOME ENDING BALANCE	
Abbott A. Lane Park Fund	524	Parks/Recreation	Common Investment	1/1/1934	73,857.04	52,362.21	0.00	0.738095%	(326.80)	1,120.15	0.00	0.00	0.00	0.00	53,482.36	73,530.24	826.93	0.738095%	154.73	(44.36)	0.00	937.30	54,419.66	74,467.54
Abbott A. Lane Playground Fund	525	Parks/Recreation	Common Investment	1/1/1934	14,346.34	10,167.58	0.00	0.143371%	(63.48)	217.58	0.00	0.00	0.00	0.00	10,385.16	14,282.86	160.63	0.143371%	30.05	(8.62)	0.00	182.06	10,567.22	14,464.92
Ashuelot River Park Memorial Trust	528	Parks/Recreation	Common Investment	1/1/1995	5,658.54	(519.85)	0.00	0.056549%	(25.04)	85.82	0.00	0.00	0.00	0.00	(434.03)	5,633.50	155.09	0.056549%	11.86	(3.40)	0.00	163.55	(270.48)	5,797.05
Ashuelot River Park Trust	529	Parks/Recreation	Common Investment	1/1/1996	432,122.33	376,945.50	0.00	4.318440%	(1,912.02)	6,553.76	0.00	0.00	0.00	0.00	383,499.26	430,210.31	26,096.23	4.318440%	905.25	(259.55)	0.00	26,741.93	410,241.19	456,952.24
Campo Santo Trust	570	Cemetery Perpetual Care	Common Investment	1/1/1959	12,280.78	10,159.07	0.00	0.122729%	(54.34)	186.26	0.00	0.00	0.00	0.00	10,345.33	12,226.44	748.85	0.122729%	25.72	(7.38)	0.00	767.19	11,112.52	12,993.63
Caroline H. Ingersoll	523	Parks/Recreation	Common Investment	1/1/1894	4,518.70	3,220.34	0.00	0.045158%	(19.99)	68.53	0.00	0.00	0.00	0.00	3,288.87	4,498.71	50.59	0.045158%	9.47	(2.71)	0.00	57.35	3,346.22	4,556.06
Caroline Ingersoll	543	Library	Common Investment	1/1/1894	4,453.15	3,221.16	0.00	0.044503%	(19.70)	67.54	0.00	0.00	0.00	0.00	3,288.70	4,433.45	166.45	0.044503%	9.33	(2.67)	0.00	173.11	3,461.81	4,606.56
Carrie K. Hersey Trust	548	Library	Common Investment	1/1/1974	151,795.61	107,604.13	0.00	1.516979%	(671.65)	2,302.20	0.00	0.00	0.00	0.00	109,906.33	151,123.96	5,672.32	1.516979%	318.00	(91.17)	0.00	5,899.15	115,805.48	157,023.11
Cemetery Trust Fund A - Perpetual Care of Cemeteries	565	Cemetery Perpetual Care	Common Investment	6/20/1985	1,664,984.63	1,189,165.89	5,437.50	16.693464%	(7,391.12)	25,334.34	0.00	0.00	0.00	0.00	1,219,937.73	1,663,031.01	18,641.59	16.693464%	3,499.37	(1,003.34)	0.00	21,137.62	1,241,075.35	1,684,168.63
Cemetery Trust Fund B - Cemetery Capital Reserve	568	Maintenance and Repair	Common Investment	8/20/1985	1,125,083.18	843,969.58	5,437.50	11.297926%	(5,002.23)	17,145.98	0.00	0.00	0.00	0.00	866,553.06	1,125,518.45	127,820.88	11.297926%	2,368.35	(679.04)	0.00	129,510.19	996,063.25	1,255,028.64
Charles A. Jones Fund	513	Parks/Recreation	Common Investment	1/1/1928	26,992.23	18,578.32	0.00	0.269748%	(119.43)	409.38	0.00	0.00	0.00	0.00	18,987.70	26,872.80	16,344.70	0.269748%	56.54	(16.21)	0.00	16,385.03	35,372.73	43,257.83
Clara B. Abbott	547	Library	Common Investment	1/1/1955	21,239.39	14,873.47	0.00	0.212257%	(93.98)	322.13	0.00	0.00	0.00	0.00	15,195.60	21,145.41	4,612.94	0.212257%	44.49	(12.76)	0.00	4,644.67	19,840.27	25,790.08
Clement Woodward Fund	503	Poor/Indigent	Common Investment	1/1/1960	964,950.86	684,092.57	0.00	9.643294%	(4,269.63)	14,634.87	0.00	0.00	0.00	0.00	698,727.44	960,681.23	128,241.16	9.643294%	2,021.49	(579.59)	0.00	129,683.06	828,410.50	1,090,364.29
Dinsmoor Woods Trust	526	Parks/Recreation	Common Investment	1/1/1980	5,630.18	3,986.15	0.00	0.056266%	(24.91)	85.39	0.00	0.00	0.00	0.00	4,071.54	5,605.27	63.04	0.056266%	11.80	(3.38)	0.00	71.46	4,143.00	5,676.73
Emily J. Elliot Daland	522	Parks/Recreation	Common Investment	1/1/1933	6,104.88	4,339.44	0.00	0.061009%	(27.01)	92.59	0.00	0.00	0.00	0.00	4,432.03	6,077.87	68.33	0.061009%	12.80	(3.67)	0.00	77.46	4,509.49	6,155.33
Flower Fund	566	Flower/Flag	Common Investment	1/1/1900	171,477.50	123,113.20	0.00	1.713671%	(758.74)	2,600.70	0.00	0.00	0.00	0.00	125,713.90	170,718.76	1,919.93	1.713671%	359.23	(103.00)	0.00	2,176.16	127,890.06	172,894.92
Frank Wright Scholarship Fund	581	Scholarship	Common Investment	1/1/1930	1,465,035.15	1,056,341.59	0.00	14.640916%	(6,482.36)	22,219.38	0.00	0.00	0.00	0.00	1,078,560.97	1,458,552.79	116,564.33	14.640916%	3,069.13	(879.96)	0.00	118,753.50	1,197,314.47	1,577,306.29
George A. Wheelock	521	Parks/Recreation	Common Investment	1/1/1906	63,194.72	44,807.08	0.00	0.631540%	(279.62)	958.44	0.00	0.00	0.00	0.00	45,765.52	62,915.10	707.55	0.631540%	132.39	(37.96)	0.00	801.98	46,567.50	63,717.08
George B. Elliot	545	Library	Common Investment	1/1/1931	1,499.90	1,062.11	0.00	0.014989%	(6.84)	22.75	0.00	0.00	0.00	0.00	1,084.86	1,493.26	61.82	0.014989%	3.14	(0.90)	0.00	64.06	1,148.92	1,557.32
George B. Elliot Fund	516	Library	Common Investment	1/1/1931	569.48	411.27	0.00	0.005691%	(2.52)	8.64	0.00	0.00	0.00	0.00	419.91	566.96	116.67	0.005691%	1.20	(0.34)	0.00	117.53	537.44	684.49
Greenlawn Cemetery	561	Cemetery Trust (Other)	Common Investment	1/1/1900	551,530.86	395,102.54	0.00	5.511757%	(2,440.37)	8,364.76	0.00	0.00	0.00	0.00	403,467.30	549,090.49	6,175.22	5.511757%	1,155.42	(331.27)	0.00	6,999.37	410,466.67	556,089.86
Ingersoll Collection Trust	585	Maintenance and Repair	Common Investment	1/1/1998	13,123.36	11,665.70	0.00	0.131149%	(58.07)	199.03	0.00	0.00	0.00	0.00	11,864.73	13,065.29	3,628.15	0.131149%	27.49	(7.88)	0.00	3,647.76	15,512.49	16,713.05
John E. Colony Cemetery Fund	567	Cemetery Perpetual Care	Common Investment	6/28/1945	26,109.17	20,883.37	0.00	0.260924%	(115.53)	395.98	0.00	0.00	0.00	0.00	21,279.35	25,993.64	14,014.14	0.260924%	54.69	(15.68)	0.00	14,053.15	35,332.50	40,046.79
John Symonds Fund	541	Library	Common Investment	1/1/1902	24,146.65	8,032.00	0.00	0.241311%	(106.84)	366.22	0.00	0.00	0.00	0.00	8,398.22	24,039.81	377.94	0.241311%	50.59	(14.50)	0.00	414.03	8,812.25	24,453.84
John T. Foster Library Trust	549	Library	Common Investment	1/1/2003	18,661.31	14,497.17	0.00	0.186493%	(82.57)	283.03	0.00	0.00	0.00	0.00	14,780.20	18,578.74	291.87	0.186493%	39.10	(11.21)	0.00	319.76	15,099.96	18,898.50
Keene Downtown Memorial Tree Fund	527	Beautification	Common Investment	1/1/1967	357,554.82	279,230.15	0.00	3.573245%	(1,582.08)	5,422.83	0.00	0.00	0.00	0.00	284,661.98	355,972.74	3,965.10	3.573245%	749.04	(214.76)	0.00	4,499.38	289,161.36	360,472.12
Marcus W. Knight	576	Maintenance and Repair	Common Investment	1/1/1932	189,063.17	146,184.51	0.00	1.889414%	(836.55)	2,867.42	0.00	0.00	0.00	0.00	149,051.93	188,226.62	8,291.90	1.889414%	396.07	(113.56)	0.00	8,574.41	157,626.34	196,801.03
Maria Giffin Fund	514	Poor/Indigent	Common Investment	1/1/1914	5,487.89	3,895.64	0.00	0.054844%	(24.28)	83.23	0.00	0.00	0.00	0.00	3,978.87	5,463.61	1,130.12	0.054844%	11.50	(3.30)	0.00	1,138.32	5,117.19	6,601.93
Maria W. Osborne Library Fund	548	Library	Common Investment	1/1/1909	740.51	527.86	0.00	0.007400%	(3.28)	11.23	0.00	0.00	0.00	0.00	539.09	737.23	84.76	0.007400%	1.55	(0.44)	0.00	85.87	624.96	823.10
Mary P. Lane Trust Fund	502	Poor/Indigent	Common Investment	1/1/1934	88,364.26	62,636.71	0.00	0.883074%	(390.99)	1,340.17	0.00	0.00	0.00	0.00	63,976.88	87,973.27	989.37	0.883074%	185.12	(53.08)	0.00	1,121.41	65,098.29	89,094.68
Mary R. Hall Charitable Fund	501	Poor/Indigent	Common Investment	1/1/1907	27,267.67	19,359.18	0.00	0.272501%	(120.65)	413.55	0.00	0.00	0.00	0.00	19,772.73	27,147.02	305.30	0.272501%	57.12	(16.38)	0.00	346.04	20,118.77	27,493.06
Mary R. Hall Library Fund	544	Library	Common Investment	1/1/1907	2,249.89	1,592.54	0.00	0.022484%	(9.95)	34.12	0.00	0.00	0.00	0.00	1,626.66	2,239.94	86.82	0.022484%	4.72	(1.35)	0.00	90.19	1,716.85	2,330.13
Maurice Alger Scholarship Fund	582	Scholarship	Common Investment	1/1/1970	266,692.97	190,783.88	0.00	2.665212%	(1,180.04)	4,044.78	0.00	0.00	0.00	0.00	194,828.66	265,512.93	7,889.74	2.665212%	558.70	(160.19)	0.00	8,288.25	203,116.91	273,801.18
Milan F. Jones Fund	512	Flower/Flag	Common Investment	1/1/1934	11,156.25	7,909.07	0.00	0.111491%	(49.36)	169.20	0.00	0.00	0.00	0.00	8,078.27	11,106.89	124.90	0.111491%	23.38	(6.70)	0.00	141.58	8,219.85	11,248.47
Miscellaneous Cemeteries	564	Cemetery Trust (Other)	Common Investment	1/1/1900	35,742.45	24,636.85	0.00	0.357194%	(158.15)	542.09	0.00	0.00	0.00	0.00	25,178.94	35,584.30	400.18	0.357194%	74.88	(21.47)	0.00	453.59	25,632.53	36,037.89
Police Benevolent Fund	510	Police/Fire	Common Investment	1/1/1901	250,417.79	161,440.94	0.00	2.502565%	(1,108.03)	3,797.95	0.00	0.00	0.00	0.00	165,238.89	249,309.76	56,347.44	2.502565%	524.60	(150.41)	0.00	56,721.63	221,960.52	306,031.39
Rachel Marshall Trust	530	Educational Purposes	Common Investment	1/1/1996	22,166.51	18,916.39	0.00	0.221252%	(98.08)	336.19	0.00	0.00	0.00	0.00	19,252.58	22,068.43	4,733.19	0.221252%	46.44	(13.31)	0.00	4,766.32	24,018.90	26,834.75
Renouf Firefighters Relief Fund	511	Police/Fire	Common Investment	1/1/1888	139,023.78	83,532.72	0.00	1.389342%	(615.14)	2,108.50	0.00	0.00	0.00	0.00	85,641.22	138,408.64	116,395.17	1.389342%	291.25	(83.50)	0.00	116,602.92	202,244.14	255,011.56
Sarena W. Upton Fund	515	Poor/Indigent	Common Investment	1/1/1929	33,																			



CITY OF KEENE, NH  
 REPORT OF THE TRUSTEES OF TRUST FUNDS  
 CAPITAL RESERVE (ACCOUNT NUMBER XXX4474)  
 FOR YEAR ENDING: 06/30/2020  
 AS OF: 01/31/2020

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	5,984.10		0.040224%	0.00	0.00	0.00	0.00	5,988.73	6,003.90	0.00	0.040224%	4.63	0.00	0.00	0.00	5,988.73	6,003.90
Bridge Capital Reserve	617	Maintenance and Repair	Common Investment	1/1/2002	757,943.85		5.094813%	0.00	0.00	0.00	0.00	758,530.52	760,451.43	0.00	5.094813%	586.67	0.00	0.00	0.00	758,530.52	760,451.43
City Hall Parking Deck Capital Reserve	615	Maintenance and Repair	Common Investment	1/1/1999	162,498.58		1.092297%	0.00	0.00	0.00	0.00	162,624.36	163,036.19	0.00	1.092297%	125.78	0.00	0.00	0.00	162,624.36	163,036.19
Downtown Infrastructure and Facility Capital Reserve	619	Economic Development	Common Investment	1/1/2008	1,442,895.16		9.698978%	0.00	0.00	0.00	0.00	1,444,012.01	1,447,668.84	0.00	9.698978%	1,116.85	0.00	0.00	0.00	1,444,012.01	1,447,668.84
Fleet Equipment Capital Reserve	612	Maintenance and Repair	Common Investment	1/1/1998	1,105,992.75		7.434358%	0.00	0.00	0.00	0.00	1,106,848.83	1,109,651.82	0.00	7.434358%	856.08	0.00	0.00	0.00	1,106,848.83	1,109,651.82
Fire Equipment Capital Reserve	600	Police/Fire	Common Investment	1/1/1968	563,573.97		3.788280%	0.00	0.00	0.00	0.00	564,010.20	565,438.50	0.00	3.788280%	436.23	0.00	0.00	0.00	564,010.20	565,438.50
Hazardous Waste Site Capital Reserve	605	Environmental Purposes	Common Investment	1/1/1988	50,071.29		0.336574%	0.00	0.00	0.00	0.00	50,110.05	50,236.95	0.00	0.336574%	38.76	0.00	0.00	0.00	50,110.05	50,236.95
Intersection Improvements Capital Reserve	603	Economic Development	Common Investment	1/1/1986	1,970.71		0.013247%	0.00	0.00	0.00	0.00	1,972.24	1,977.23	0.00	0.013247%	1.53	0.00	0.00	0.00	1,972.24	1,977.23
Landfill Closure Capital Reserve	601	Environmental Purposes	Common Investment	1/1/1980	21,852.27		0.146888%	0.00	0.00	0.00	0.00	21,869.18	21,924.56	0.00	0.146888%	16.91	0.00	0.00	0.00	21,869.18	21,924.56
Martel Court Pumping Station Capital Reserve	607	Maintenance and Repair	Common Investment	1/1/1992	732,738.42		4.925385%	0.00	0.00	0.00	0.00	733,305.58	735,162.61	0.00	4.925385%	567.16	0.00	0.00	0.00	733,305.58	735,162.61
Sewer Infrastructure Capital Reserve	613	Maintenance and Repair	Common Investment	1/1/1998	3,348,790.87		22.375533%	0.00	0.00	0.00	(20,032.89)	3,331,334.55	3,339,770.85	0.00	22.375533%	2,576.57	0.00	0.00	0.00	3,331,334.55	3,339,770.85
Transfer/Recycling Center Capital Reserve	610	Maintenance and Repair	Common Investment	1/1/1998	381,987.08		2.567674%	0.00	0.00	0.00	0.00	382,282.75	383,250.85	0.00	2.567674%	295.67	0.00	0.00	0.00	382,282.75	383,250.85
Transportation Improvements Capital Reserve	620	Maintenance and Repair	Common Investment	1/1/2015	305,047.78	22,267.00	2.184353%	0.00	0.00	0.00	(2,353.45)	325,212.86	326,036.43	0.00	2.184353%	251.53	0.00	0.00	0.00	325,212.86	326,036.43
Wastewater Treatment Plant Capital Reserve	608	Maintenance and Repair	Common Investment	1/1/1992	1,990,782.28		13.381813%	0.00	0.00	0.00	0.00	1,992,323.21	1,997,368.59	0.00	13.381813%	1,540.93	0.00	0.00	0.00	1,992,323.21	1,997,368.59
Water Infrastructure Capital Reserve	614	Maintenance and Repair	Common Investment	1/1/1998	3,428,818.49		22.730307%	0.00	0.00	0.00	(47,281.44)	3,384,154.49	3,392,724.55	0.00	22.730307%	2,617.44	0.00	0.00	0.00	3,384,154.49	3,392,724.55
Water Treatment Facility Capital Reserve	609	Maintenance and Repair	Common Investment	1/1/1993	399,654.43		2.622574%	0.00	0.00	0.00	(9,500.00)	390,456.42	391,445.22	0.00	2.622574%	301.99	0.00	0.00	0.00	390,456.42	391,445.22
Wells Street Parking Facility Capital Reserve	616	Maintenance and Repair	Common Investment	1/1/1999	233,074.74		1.566702%	0.00	0.00	0.00	0.00	233,255.15	233,845.85	0.00	1.566702%	180.41	0.00	0.00	0.00	233,255.15	233,845.85
<b>TOTALS</b>					<b>14,933,676.77</b>	<b>22,267.00</b>	<b>100.000000%</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(79,167.78)</b>	<b>14,888,291.13</b>	<b>14,925,994.37</b>	<b>0.00</b>	<b>100.000000%</b>	<b>11,515.14</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>14,888,291.13</b>	<b>14,925,994.37</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: 01/31/2020

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	19,014.16	100,000.00	100.000000%	0.00	0.00	(10.58)	0.00	119,003.58	119,003.58	253.10	100.000000%	23.82	0.00	0.00	276.92	119,280.50	119,280.50
<b>TOTALS</b>					<b>19,014.16</b>	<b>100,000.00</b>	<b>100.000000%</b>	<b>0.00</b>	<b>0.00</b>	<b>(10.58)</b>	<b>0.00</b>	<b>119,003.58</b>	<b>119,003.58</b>	<b>253.10</b>	<b>100.000000%</b>	<b>23.82</b>	<b>0.00</b>	<b>0.00</b>	<b>276.92</b>	<b>119,280.50</b>	<b>119,280.50</b>