



**Trustees of Trust Funds
AGENDA**

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

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

Due to the COVID-19 State of Emergency, the Trustees of the Trust Funds will be holding its meeting remotely using WebEx. Members of the public will be able to access this public meeting through a variety of options.

Please go to webex.com and select Join

Meeting number (access code): 790 952 717

Meeting password: Trust (87878 from phones and video systems)

Join by phone: 1-408-418-9388 Unites States Toll or 603-766-JOIN (5646) participant code 981441

1. Approval of the February 2020 minutes
2. Common Trust Fund
 - a. Approval of Receipts = none
 - b. Approval of Disbursements
 - i. #568 Cemetery Trust Fund B – Cemetery Capital Reserve = \$1,140.46
 - Reimburse City of Keene – SUR Construction
 - Woodland Cemetery culvert; Trustees 6/20/18
 - ii. #528 Ashuelot River Park Memorial Trust = CLOSE (principal and income)
 - Reimburse City of Keene – Conway School of Landscape Design
 - 2020 ARP Budget; Trustees 2/19/20
 - Approved up to \$10,500.00 from the balance of #528 ARP Memorial Trust and remainder from #529 ARP
3. Capital Reserve Portfolio
 - a. Approval of Receipts = none
 - b. Approval of Disbursements
 - i. #608 Wastewater Treatment Plant = \$2,233.03
 - ii. #610 Transfer/Recycling Center = \$152,120.80
 - iii. #612 Fleet Equipment = \$453,879.90
 - iv. #613 Sewer Infrastructure = \$30,039.64
 - v. #614 Water Infrastructure = \$115,925.09

4. Library Renovation Trust Fund

- a. Acceptance of Donations = \$117,489.26
 - i. April 30, 2019 – January 24, 2020
 - ii. FOP 2/13/20; Council 2/20/20
- b. Approval of Disbursements
 - i. Repayment #7 – City of Keene interim bridge funding = \$119,000.00
 - ii. Closure of Cambridge Trust Library Renovation account
 - Funds to be placed in City of Keene Library Renovation Trust interest bearing account

5. RFP for Investment Advisory and Reporting Services

6. Distribution of MS9's for period ending February 29, 2020

- a. Common Trust Funds – \$10,039,640.19
- b. Capital Reserve Funds – \$14,899,546.08
- c. Library Renovation Trust Fund – \$123,648.77

7. Other

8. Updates/Future Items

- a. July 15, 2020 - Cambridge Trust quarterly review of trusts & capital reserves
- b. February 17, 2020 – Frank Wright Scholarship

City of Keene
NEW HAMPSHIRE

TRUSTEES OF TRUST FUNDS
MEETING MINUTES

Wednesday, February 19, 2020 9:30 AM City Hall-2nd Floor Conference Room

Members Present:

Sue Silver, Chair
Jennie Newcombe, Vice Chair
Mike Forrest
Marilyn Gemmell
Kathi Snow

Staff Present:

Karen Gray, Senior Staff Accountant

Absent:

Other:

Michelle Howard

Approval of Minutes

Ms. Newcombe made a motion to approve the minutes of the January 2020 meeting as presented, Ms. Snow seconded. Motion carried unanimously.

COMMON TRUST FUNDS

RECEIPTS

None

DISBURSEMENTS

None

Asheulot River Park Budget 2019

Ms. Gray presented the 2020 budget prepared by Andy Bohannon, Parks, Recreation & Facilities Director and previously adopted by the Ashuelot River Park Advisory Board in the amount of \$23,000.00. Ms. Gray stated that unfortunately Mr. Bohannon was away and unable to attend but would be happy to answer any questions at a later date, if necessary. In addition to the regular budget items of \$10,500.00 (landscape contract, pruning and a small amount for miscellaneous items), the request includes \$12,500.00 for the Conway School of Landscape Design to create a master plan for the park. The request is to utilize the balance in the #528 Ashuelot River Park Memorial Trust, approximately \$5,813, for partially funding the Conway School contract with the balance of the Conway School contract and other budget items, approximately \$17,187, to come from the interest in the #529 Ashuelot River Park Trust.

Ms. Snow made a motion to approve the 2020 budget of \$23,000.00 as presented, Ms. Newcombe seconded. Ms. Silver recused. Motion carried 4-0.

Maurice Alger Scholarship

Mrs. Gray reported that she has been contacted by Keene High School regarding the annual award for the educational scholarships. Mrs. Gray stated that the Alger scholarship is awarded yearly. After Trustee discussion and review of the current income balance, Ms. Gemmell made a motion to award the Maurice Alger Scholarship for \$7,000.00, Ms. Snow seconded. Motion carried unanimously.

Frank Wright Scholarship

As previously requested by the Trustees, Mrs. Gray reviewed an analysis of the current and projected income in the Frank Wright Scholarship. The Frank Wright scholarship has historically been awarded every four years and was awarded in 2019 for four years @ \$20,000.00 per year. The scholarship allows for awards to be made when there is sufficient income available to support an award, and the Trustees were considering whether there was enough income for another scholarship in 2020. Mr. Forrest was concerned that there was not currently enough actual income to support a new scholarship and with current market conditions perhaps this could be re-visited next year. After further discussion, the Trustees agreed and asked Ms. Gray to add this to the future items in February 2021.

CAPITAL RESERVES

RECEIPTS

None

DISBURSEMENTS

Mrs. Gray presented disbursements totaling \$70,239.85. Supporting documentation was attached for the Trustees review and noted that the funds are reimbursing the City of Keene.

- #609 Water Treatment Plant - \$3,018.42
- #614 Water Infrastructure - \$67,221.43

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

LIBRARY RENOVATION TRUST

RECEIPTS

None

DISBURSEMENTS

None

RFP for Investment Advisory and Reporting Services

Ms. Gray distributed the six (6) proposals that were received on February 13, 2020 in response to the RFP for Investment Advisory and Reporting Services. Proposals were received from: Bank of NH Wealth Management, Cambridge Trust Company of NH, Clarfled Citizens Private Wealth, Mill River & NH Trust Companies, NH Public Deposit Investment Pool, and TD Private Client Wealth. The Trustees, acting as the Review Committee, were asked to review and score the proposals and return the review sheets to Ms. Gray by Friday, March 6, 2020. Ms. Gray will then consolidate the scores for the next meeting of the RFP Review Committee on March 18, 2020.

Distribution of MS9's for period ending January 31, 2020

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

Updates/Future Items

Human Services Holiday Program

Ms. Gray distributed "Thank You" letters from the Human Services Department and several recipient families for their support with the annual Holiday Program. The annual income from the Simons, Eastburn & Morse, Mary R. Hall, and Mary P. Lane trusts funds are used to support the program each year and totaled \$2,816 this year.

Trustee of Trust Funds and Cemetery Trusts

A listing of the current Trustees and their terms was distributed.

The meeting adjourned at 10:45 a.m.

Respectfully submitted,
Karen P. Gray

City of Keene Trustees of Trust Funds (TTF)								
Approved Trustee Trust Fund Expenditures (as of April 15, 2020)								
		Status	Trustee Approved Date	Approved Amount	Actual Expense	Trustee Reimb Date	Unused Funds	Balance Remaining
568	Monadnock View 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)	Complete	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	
	SUR Construction				(1,140.46)	03/18/20	25,922.53	0.00
529	Ashuelot River Park							
	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	Complete	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 cleaup)				(1,250.00)	12/18/19	1,000.00	0.00
90272-20	Budget for 2020 (regular)	In Process	2/19/2020	12,500.00				
90272-20	Budget for 2020 (Conway School)	In Process	2/19/2020	10,500.00				
	Expend remaining funds from ARP Memorial Trust (approx \$5,813) - balance of Conway School will come from Ashuelot River Park							
528	Ashuelot River Park Memorial Trust							
90272-A	Irrigation System RFP (CC 2019-2024 CIP)	Complete	10/21/2015; 9/19/18; 6/19/19	41,400.00				
	Expend up to \$40,000 from ARP Memorial Trust - if insufficient funds the balance will come from the ARP Trust							

	6/19/19 additional \$1,400 for LED lights							
	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	0.00
90272-20	Budget for 2020 (Conway School)	In Process	2/19/2020	10,500.00				
	Expend remaining funds from ARP Memorial Trust (approx \$5,813) - balance of Conway School will come from Ashuelot River Park							
	Conway School of Landscape				(5,000.00)	04/15/20	5,500.00	
530	Rachel Marshall Trust							
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
567	Colony Lot Trust- Repairs to lot							
	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
570	Campo Santo Trust-Repairs							
		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
585	Ingersoll Collection Trust							
	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
510	Police Benevolent Fund							
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
582	Alger							
	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
581	Wright Scholarship							
	Katie Carbonara	Complete	2/1/2014	100,000.00	(100,000.00)	N/A	0.00	0.00
	\$80,000 (\$20,000 per year x 4 years)	3/18/2015						
	<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	0.00
	University of NE				(10,000.00)	12/16/15	0.00	0.00
	<i>2016-17 School Year - Tia Auger - year 2</i>	Complete		20,000.00	(17,311.94)		0.00	0.00
	<i>2017-18 School Year - Tia Auger - year 3</i>	Complete		20,000.00	(13,630.92)		0.00	0.00
	<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	0.00
	\$80,000 (\$20,000 per year x 4 years)	2/20/2019						
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	60,000.00
	<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
Disbursement Request - FROM INCOME**

Date: 4/15/2020
To: Trustees of Trust Funds
From: Karen Gray, Senior Staff Accountant
RE: Disbursement Request from Income

Trust #	Title of Trust	Purpose	Amount
568	Cemetery Trust Fund B	Reimburse City of Keene for payment	1,140.46
	Cemetery Capital Reserve	- SUR Construction	
		Woodland Cemetery Culvert project	
		Trustees approved 6/20/18; CC 7/5/18	
Total Withdrawal Request			1,140.46

**Amount of
Withdrawal:** \$1,140.46

**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:

Roll Call Vote			
X	Michael Forrest	YES	NO
X	Marilyn Gemmell	YES	NO
X	Jennie Newcombe	YES	NO
X	Susan Silver	YES	NO
X	Katherine Snow	YES	NO

I hereby certify that the above is a true and accurate reflection of the roll call vote taken at the Trustees of the Trust Funds meeting on 4/15/20.

Susan Silver, Chairman

4/15/20

City of Keene, New Hampshire Trust Funds
ACCOUNT CLOSURE (PRINCIPAL & INCOME)

Date: 4/15/2020
To: Trustees of Trust Funds
From: Karen Gray, Senior Staff Accountant
RE: ACCOUNT CLOSURE

Trust #	Title of Trust	Purpose	Amount
528	Ashuelot River Park Memorial Trust	Reimburse City of Keene for payment	BALANCE
		- Conway School of Landscape	
		ARP 2020 Budget - Conway School	
		Trustees approved 2/19/20	
Total Withdrawal Request			BALANCE

Amount of
Withdrawal: ACCOUNT TO BE CLOSED

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:

		Roll Call Vote	
X	Michael Forrest	YES	NO
X	Marilyn Gemmell	YES	NO
X	Jennie Newcombe	YES	NO
X	Susan Silver	YES	NO
X	Katherine Snow	YES	NO

I hereby certify that the above is a true and accurate reflection of the roll call vote taken at the Trustees of the Trust Funds meeting on 4/15/20.

Susan Silver, Chairman

4/15/20

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

Date: 4/15/2020
To: Trustees of Trust Funds
From: Karen Gray, Senior Staff Accountant
RE: Capital Reserve Withdrawals

Capital Reserve	Purpose of Withdrawal		Amount
#608 Wastewater Treatment Plant			2,233.03
08095-A	FY16/17 WWTP Aeration Gate & Mixer	2,233.03	
#612 Fleet Equipment			453,879.90
11003-A	Fleet Equipment	453,879.90	
#610 Transfer/Recycling Center			152,120.80
90069-20	Recycling Center Equipment	152,120.80	
#613 Sewer Infrastructure			30,039.64
08025-20	Sewer Water Rate Study	22,355.87	
08055-19	FY19 Sewer Main Improvements	433.50	
08055-ZZ	FY20 Sewer Main Improvements	7,250.27	
#614 Water Infrastructure			115,925.09
05009-16	FY16 Water Distribution Improvement	3,892.30	
05009-17	FY17 Water Distribution Improvement	68,732.35	
05039-C	Woodward Dam Improvements	6,375.00	
05090-18	Drummer Hill Pump Replace	35,981.07	
05070-20	Water Booster Station (Fox Ave)	472.19	
05097-20	Water Booster Station (Glen Road)	472.18	
Total Withdrawal Request			754,198.46

**Amount of
Withdrawal:** \$754,198.46

**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:

		Roll Call Vote	
X	Michael Forrest	YES	NO
X	Marilyn Gemmell	YES	NO
X	Jennie Newcombe	YES	NO
X	Susan Silver	YES	NO
X	Katherine Snow	YES	NO

I hereby certify that the above is a true and accurate reflection of the roll call vote taken at the Trustees of the Trust Funds meeting on 4/15/20.

Susan Silver, Chairman

4/15/20

Capital Reserve Withdrawal											
FY20 April 2020 Trustees Meeting									Cummulative	REQUEST	
									Trustee	FY20	
Project #	Reserve	Fund	Project Name	Cap Reserve Budget	Status	FY20 4/9/20 Expense	Revenue Other Sources	NET Exp Less Other Rev	Prior Mos Reimb Revenue	April 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		48,776.45		48,776.45	46,543.42	2,233.03	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		210,628.80		210,628.80	58,508.00	152,120.80	Transfer/Recycling - Solid Waste Facility
xxxxx-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		586,167.90		586,167.90	132,288.00	453,879.90	Equipment Fund Capital Reserve
08025-20	613	32	Sewer Water Rate Study	40,000.00		22,355.87		22,355.87	0.00	22,355.87	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		55,059.21		55,059.21	54,625.71	433.50	Sewer Infrastructure Capital Reserve
08055-22	613	32	FY20 Sewer Main Improvements	661,301.00		7,823.60		7,823.60	573.33	7,250.27	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		331,975.18	63,605.00	268,370.18	264,477.88	3,892.30	Water Infrastructure Capital reserve
05009-17	614	34	FY17 Water Distribution Improvements	146,896.00		338,203.74		338,203.74	269,471.39	68,732.35	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		1,662,598.94	850,000.00	812,598.94	812,598.94	0.00	Water Infrastructure Capital reserve
05039-C	614	34	Woodward Dam Improvements	208,987.00		127,580.25		127,580.25	121,205.25	6,375.00	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		219,689.13	15,402.00	204,287.13	168,306.06	35,981.07	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		10,627.68		10,627.68	10,155.49	472.19	Water Infrastructure Capital reserve
05097-20	614	34	Water Booster Station (Glen Road)	21,446.00		10,627.69		10,627.69	10,155.51	472.18	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		2,305,039.68	962,802.67	1,342,237.01	410,865.81	931,371.20	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)
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	145,929.59	0.00	Transportation Improvement
90057-F	620	26	Phase 3 Cheshire Rail Trail	50,000.00		101,625.48	483,591.31	(381,965.83)	0.00	(381,965.83)	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		39,471.84	478,400.00	(438,928.16)	0.00	(438,928.16)	Transportation Improvement
									Total	754,198.46	April20 Cap Reserve WD



City of Keene, N.H.
Transmittal Form

February 13, 2020

TO: Mayor and Keene City Council

FROM: Finance, Organization and Personnel Committee

ITEM: D.3.

SUBJECT: Acceptance of Donations - Trustees of the Keene Public Library

COUNCIL ACTION:

In City Council February 20, 2020.

Voted unanimously to carry out the intent of the report.

RECOMMENDATION:

On 5-0 vote, the Finance, Organization and Personnel Committee recommend that the City Council accept donations of \$117,489.26 as listed in the Cambridge Trust from May 2, 2019 – January 23, 2020 donor list to be deposited into the Library Renovation Temporarily Restricted City Trust as part of the Next Chapter Campaign Drive.

BACKGROUND:

Ken Jue and Judy Putnam representing the Library Trustees addressed the Committee and referred to the donations received towards the Library Renovation Capital Campaign between the period of May 2, 2019 to January 23, 2020. Mr. Jue noted the campaign has reached beyond the \$5,000,000 goal and 99% of what was pledged has been received. He felt this project was an incredible resource for the City.

Chair Powers commended the project and the fund raising efforts. Councilor Hooper stated the community saw that the library was a great resource for the City and hence wanted to contribute towards its success.

Councilor Remy made the following motion, which was seconded by Councilor Clark.

On 5-0 vote, the Finance, Organization and Personnel Committee recommend that the City Council accept donations of \$117,489.26 as listed in the Cambridge Trust from May 2, 2019 – January 23, 2020 donor list to be deposited into the Library Renovation Temporarily Restricted City Trust as part of the Next Chapter Campaign Drive.

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

Date: 4/15/2020
To: Trustees of Trust Funds
From: Karen Gray, Senior Staff Accountant
RE: Disbursement Request from Principal

Trust #	Title of Trust	Purpose of Withdrawal	Amount
590	Library Renovation Trust Fund	Repayment #7 to City of Keene	119,000.00
		for interim bridge funding (R-2017-31)	
Total Withdrawal Request			119,000.00

**Amount of
Withdrawal:** \$119,000.00

**Account to be
Charged:** ☒ City of Keene - Library Renovation Trust Fund #4490

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

Approved By Trustees:

Roll Call Vote			
X	Michael Forrest	YES	NO
X	Marilyn Gemmell	YES	NO
X	Jennie Newcombe	YES	NO
X	Susan Silver	YES	NO
X	Katherine Snow	YES	NO

I hereby certify that the above is a true and accurate reflection of the roll call vote taken at the Trustees of the Trust Funds meeting on 4/15/20.

Susan Silver, Chairman

4/15/20



CITY OF KEENE

R-2017-31

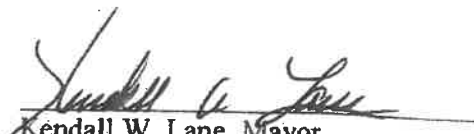
In the Year of Our Lord Two Thousand and Seventeen

A RESOLUTION Related to an appropriation for the Library Campus Development Project

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

That the sum of one million eight hundred thousand dollars (\$1,800,000) is hereby appropriated in the 2017-2018 fiscal year for the purpose of providing interim bridge funding for the Library Campus Development Project.

Said appropriation to be funded by the General Fund unassigned fund balance (\$1,800,000).


Kendall W. Lane, Mayor

\$1,729,221.36

September 21, 2017

A true copy;
Attest:


City Clerk



City of Keene, N.H.
Transmittal Form

September 14, 2017

TO: Mayor and Keene City Council

FROM: Finance, Organization and Personnel Committee

ITEM: J.3.

SUBJECT: Library Pledge Bridge Funding

RECOMMENDATION:

On 5-0 vote, the Finance, Organization and Personnel Committee recommends the adoption of Resolution R-2017-31.

ATTACHMENTS:

Description

Resolution R-2017-31

BACKGROUND:

Asst. Finance Director Merri Howe addressed the Committee next. Ms. Howe stated this item was read at the September 2017 meeting of the City Council and referred back to the FOP. She explained there is a 1.8 million cash flow for the library project.

The partners of this project, MEDC, the Library Trustees and the Friends of the Library attempted to secure a bridge loan for this project but were unsuccessful. This Resolution will provide the 1.8 million in funding through the General Fund assigned fund balance ending realization of pledges.

Ms. Howe stated there are some risks – the pledges that come in will be applied on a monthly basis which will reduce the amount owed. There are pledges in the amount of about 79% scheduled to come in between September 2017 through May 2018 and anything additional will be applied against the balance.

Councilor Clark asked what percentage of pledges won't be collected.

Ms. Judy Putnam Co-Chair of the Capital Campaign stated they have been receiving money for two years and so far no one has missed a payment. They continue to get new pledges and felt the risk is low. Chair Greenwald clarified they have a plan for non-collectable pledges. Ms. Putnam stated they will keep raising the money.

Councilor Jacobs asked for the reason the bridge loan was not successful. Ms. Putnam stated it is because the Attorney General did not permit the use of pledges as collateral. Councilor Powers stated he has no reservation providing this money because of the names on the list who have provided these pledges and felt if something comes up short they would take care of it.

Councilor Jacobs made the following motion which was seconded by Councilor Chadbourne.

On 5-0 vote, the Finance, Organization and Personnel Committee recommends the adoption of Resolution R-2017-31: Related to an Appropriated for the Library Campus Development Project..

On behalf of the Finance Committee the Chair thanked Mr. Kopczynski for his service as the City Manager.

CITY OF KEENE
NEW HAMPSHIRE

F I N A N C E D E P A R T M E N T

DATE: July 3, 2019
MEMO TO: Mayor and City Council
THROUGH: Elizabeth Dragon, City Manager
FROM: Merri Howe, Finance Director *merri*
RE: R-2017-31 Library Project Bridge Funding Status

RECOMMENDATION:

Informational – no action required.

BACKGROUND:

R-2017-31 authorized the appropriation of up to \$1,800,000 to provide bridge funding pending the realization of Library Capital Campaign pledges and additional fund raising. The actual amount provided to the Library project from unallocated fund balance in the General Fund was \$1,729,221.26 and is to be refunded from realized pledges.

The balance of the bridge funding remaining to be refunded as of the end of FY 2019 is as follows:

**R-2017-31 LIBRARY CAMPUS DEVELOPMENT PROJECT
INTERIM BRIDGE FUNDING = \$1,729,221.26**

<u>Date</u>	<u>Description</u>	<u>JE #</u>	<u>Transaction \$</u>
12/14/2017	BEGINNING BALANCE	20181465	\$ 1,729,221.26
12/14/2017	Loan interest paid at closing	20182408	(4,235.74)
4/18/2018	Repay #1 Trustees of Trust Funds - withdrawn from Library Renovation Trust	20182420	(265,000.00)
5/16/2018	Repay #2 Trustees of Trust Funds - withdrawn from Library Renovation Trust	20182638	(330,000.00)
6/20/2018	Repay #3 Trustees of Trust Funds - withdrawn from Library Renovation Trust	20182946	(105,000.00)
8/15/2018	Repay #4 Trustees of Trust Funds - withdrawn from Library Renovation Trust	20190327	(450,000.00)
2/20/2019	Repay #5 Trustees of Trust Funds - withdrawn from Library Renovation Trust	20191879	(220,000.00)
6/19/2019	Repay #6 Trustees of Trust Funds - withdrawn from Library Renovation Trust	20192896	(40,000.00)
Balance Remaining			<u><u>\$ 314,985.52</u></u>

Cc: Nancy Vincent, Library Director
(please share with Library Trustees)

City of Keene, New Hampshire Trust Funds

ACCOUNT CLOSURE (PRINCIPAL & INCOME)

Date: 4/15/2020
To: Trustees of Trust Funds
From: Karen Gray, Senior Staff Accountant
RE: ACCOUNT CLOSURE

Trust #	Title of Trust	Purpose of Withdrawal	Amount
590	Library Renovation Trust Fund	Closure of investment account and	BALANCE
		transfer of remaining balance to	
		the City of Keene.	
Total Withdrawal Request			BALANCE

**Amount of
Withdrawal:** BALANCE

**Account to be
Charged:** ☒ City of Keene - Library Renovation Trust Fund #4490

CHECK: City of Keene SEND CHECK TO: ATTN KAREN GRAY
 Keene Public Library Renovation Trust
 3 Washington Street
 Keene, NH 03431

Approved By Trustees:

		Roll Call Vote	
X	Michael Forrest	YES	NO
X	Marilyn Gemmell	YES	NO
X	Jennie Newcombe	YES	NO
X	Susan Silver	YES	NO
X	Katherine Snow	YES	NO

I hereby certify that the above is a true and accurate reflection of the roll call vote taken at the Trustees of the Trust Funds meeting on 4/15/20.

 Susan Silver, Chairman

 4/15/20



CITY OF KEENE

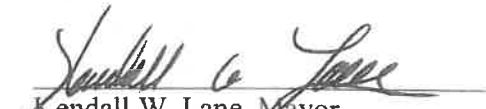
R-2015-31

In the Year of Our Lord Two Thousand and Fifteen

A RESOLUTION Relating to the Establishment of the Keene Public Library Renovation Trust Fund

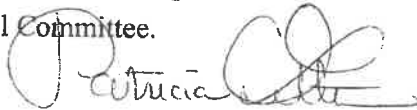
Resolved by the City Council of the City of Keene, as follows:

That the City of Keene shall establish the "Library Renovation Trust Fund" in accordance with the terms as set forth in Schedule A. which is attached hereto and incorporated herein. The Trustees of Trust Funds and Cemetery Trustees shall accept on behalf of the Library Renovation Trust Fund irrevocable bequests, contributions, cash, marketable securities, and other gifts for the benefit of the Keene Public Library delivered to the Trustees of Trust Funds and Cemetery Trustees. The City Manager is authorized to establish policies and procedures, if necessary or desirable, to facilitate fundraising activities by private individuals or organizations on behalf of the Library Renovation Trust Fund.


Kendall W. Lane, Mayor

In City Council July 2, 2015.

Referred to the Finance, Organization
and Personnel Committee.



City Clerk

LIBRARY RENOVATION TRUST FUND

- I. Creation and Administration. There is hereby created a City temporarily restricted trust fund to be held and administered by the Trustees of Trust Funds and Cemetery Trustees (the "Trustees") to be known as the Library Renovation Trust Fund (the "Fund"). The City of Keene on behalf of the Fund shall accept all irrevocable bequests, contributions, cash, and other gifts, payable on demand in United States currency or marketable securities to the Fund. All funds so received shall be used as set forth herein by the Trustees, or as nearly so as they can determine to be practicable in order to carry out the intent of the Fund as described herein.
- II. Application of Principal and Interest. The principal of the Fund, and any accrued interest or income thereon, shall be applied toward the costs and expenses for the renovation and expansion of the Keene Public Library located at 60 Winter Street, and including but not limited to, the renovation of the Library Annex located at 76 Winter Street, which is to be attached to and included in the Keene Public Library and surrounding library campus and as generally described on the attached diagram (collectively "Library Project"); provided, however, that if the Fund, together with any other funds that may be raised for the Library Project outside of the Fund, are insufficient to complete the Library Project as intended, then the Fund may be expended as stated in Article III, below. The Trustees shall invest all funds received by the Fund as they are authorized to do by law, until expenditures from the Fund are requested by the City of Keene for the public purposes stated herein; provided, however, that the authority for any expenditures from the fund shall rest solely with the Trustees, which authority may include expenditures from time to time, or a lump sum distribution of the Fund depending on the needs of the Library Project.
- III. Excess Principal. In the event that there is principal and accumulated interest or income in the Fund in excess of the amount necessary for the Library Project, or in the event that the Library Project cannot be completed as originally intended for any reason as determined by the City, then the Trustees shall transfer the Fund, together with accumulated interest or income, to the Library Trustees.
- IV. Cessation of the Fund. The Fund shall cease to exist at any time after the completion of the Library Project as described herein and as determined by the City Building Inspector, or at such time that the principal and accumulated interest or income of the Fund equals zero, but in no event later than December 31, 2025.

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: 02/29/2020

					PRINCIPAL											INCOME						TOTAL COST PRINCIPAL & INCOME	TOTAL MARKET VALUE PRINCIPAL & INCOME
FUND NAME	FUND #	PURPOSE	HOW INVESTED	DATE OF CREATION	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	73,530.24	53,482.36	0.00	0.738095%	(4,785.42)	265.48	0.00	0.00	0.00	53,747.84	68,744.82	937.30	0.738095%	119.64	(44.43)	0.00	1,012.51	54,760.35	69,757.33
Abbott A. Lane Playground Fund	525	Parks/Recreation	Common Investment	1/1/1934	14,282.86	10,385.16	0.00	0.143371%	(929.54)	51.57	0.00	0.00	0.00	10,436.73	13,353.32	182.06	0.143371%	23.24	(8.63)	0.00	196.67	10,633.40	13,549.99
Ashuelot River Park Memorial Trust	528	Parks/Recreation	Common Investment	1/1/1995	5,633.50	(434.03)	0.00	0.056549%	(366.63)	20.34	0.00	0.00	0.00	(413.69)	5,266.87	163.55	0.056549%	9.17	(3.40)	0.00	169.32	(244.37)	5,436.19
Ashuelot River Park Trust	529	Parks/Recreation	Common Investment	1/1/1996	430,210.31	383,499.26	0.00	4.318440%	(27,998.47)	1,553.28	0.00	0.00	0.00	385,052.54	402,211.84	26,741.93	4.318440%	700.00	(259.95)	0.00	27,181.98	412,234.52	429,393.82
Campo Santo Trust	570	Cemetery Perpetual Care	Common Investment	1/1/1959	12,226.44	10,345.33	0.00	0.122279%	(795.71)	44.14	0.00	0.00	0.00	10,389.47	11,430.73	767.19	0.122279%	19.90	(7.39)	0.00	779.70	11,169.17	12,210.43
Caroline H. Ingersoll	523	Parks/Recreation	Common Investment	1/1/1894	4,498.71	3,288.87	0.00	0.045158%	(292.78)	16.24	0.00	0.00	0.00	3,305.11	4,205.93	57.35	0.045158%	7.32	(2.72)	0.00	61.95	3,367.06	4,267.88
Caroline Ingersoll	543	Library	Common Investment	1/1/1894	4,433.45	3,288.70	0.00	0.044503%	(288.53)	16.01	0.00	0.00	0.00	3,304.71	4,144.92	173.11	0.044503%	7.22	(2.68)	0.00	177.65	3,482.37	4,322.57
Carrie K. Hersey Trust	548	Library	Common Investment	1/1/1974	151,123.96	109,906.33	0.00	1.516979%	(9,835.28)	545.63	0.00	0.00	0.00	110,451.96	141,288.68	5,899.15	1.516979%	245.89	(91.32)	0.00	6,053.72	116,505.68	147,342.40
Cemetery Trust Fund A - Perpetual Care of Cemeteries	565	Cemetery Perpetual Care	Common Investment	6/20/1985	1,663,031.01	1,219,937.73	0.00	16.693465%	(108,231.53)	6,004.37	0.00	0.00	0.00	1,225,942.10	1,554,799.48	21,137.62	16.693465%	2,705.96	(1,004.88)	0.00	22,838.70	1,248,780.80	1,577,638.18
Cemetery Trust Fund B - Cemetery Capital Reserve	568	Maintenance and Repair	Common Investment	8/20/1985	1,125,518.45	866,553.06	0.00	11.297926%	(73,249.74)	4,063.70	0.00	0.00	0.00	870,616.76	1,052,268.71	129,510.19	11.297926%	1,831.35	(680.09)	0.00	130,661.45	1,001,278.21	1,182,930.16
Charles A. Jones Fund	513	Parks/Recreation	Common Investment	1/1/1928	26,872.80	18,987.70	0.00	0.269748%	(1,748.90)	97.02	0.00	0.00	0.00	19,084.72	25,123.90	16,385.03	0.269748%	43.73	(16.24)	0.00	16,412.52	35,497.24	41,536.42
Clara B. Abbott	547	Library	Common Investment	1/1/1955	21,145.41	15,195.60	0.00	0.212257%	(1,376.16)	76.35	0.00	0.00	0.00	15,271.95	19,769.25	4,644.67	0.212257%	34.40	(12.78)	0.00	4,666.29	19,938.24	24,435.54
Clement Woodward Fund	503	Poor/Indigent	Common Investment	1/1/1960	960,681.23	698,727.44	0.00	9.643294%	(62,521.99)	3,468.55	0.00	0.00	0.00	702,195.99	898,159.24	129,683.06	9.643294%	1,563.13	(580.49)	0.00	130,665.70	832,861.69	1,028,824.94
Dinsmoor Woods Trust	526	Parks/Recreation	Common Investment	1/1/1980	5,605.27	4,071.54	0.00	0.056266%	(364.80)	20.24	0.00	0.00	0.00	4,091.78	5,240.47	71.46	0.056266%	9.11	(3.39)	0.00	77.18	4,168.96	5,317.65
Emily J. Elliot Daland	522	Parks/Recreation	Common Investment	1/1/1933	6,077.87	4,432.03	0.00	0.061010%	(395.56)	21.94	0.00	0.00	0.00	4,453.97	5,682.31	77.46	0.061010%	9.89	(3.67)	0.00	83.68	4,537.65	5,765.99
Flower Fund	566	Flower/Flag	Common Investment	1/1/1900	170,718.76	125,713.90	0.00	1.713671%	(11,110.53)	616.38	0.00	0.00	0.00	126,330.28	159,608.23	2,176.16	1.713671%	277.78	(103.16)	0.00	2,350.78	128,681.06	161,959.01
Frank Wright Scholarship Fund	581	Scholarship	Common Investment	1/1/1930	1,458,552.79	1,078,560.97	0.00	14.640916%	(94,923.91)	5,266.14	0.00	0.00	0.00	1,083,827.11	1,363,628.88	118,753.50	14.640916%	2,373.23	(881.32)	0.00	120,245.41	1,204,072.52	1,483,874.29
George A. Wheelock	521	Parks/Recreation	Common Investment	1/1/1906	62,915.10	45,765.52	0.00	0.631540%	(4,094.57)	227.16	0.00	0.00	0.00	45,992.68	58,820.53	801.98	0.631540%	102.37	(38.02)	0.00	866.33	46,859.01	59,686.86
George B. Elliot	545	Library	Common Investment	1/1/1931	1,493.26	1,084.86	0.00	0.014989%	(97.18)	5.39	0.00	0.00	0.00	1,090.25	1,396.08	64.06	0.014989%	2.43	(0.90)	0.00	65.59	1,155.84	1,461.67
George B. Elliot Fund	516	Library	Common Investment	1/1/1931	566.96	419.91	0.00	0.005691%	(36.90)	2.05	0.00	0.00	0.00	421.96	530.06	117.53	0.005691%	0.92	(0.34)	0.00	118.11	540.07	648.17
Greenlawn Cemetery	561	Cemetery Trust (Other)	Common Investment	1/1/1900	549,090.49	403,467.30	0.00	5.511757%	(35,735.30)	1,982.50	0.00	0.00	0.00	405,449.80	513,355.19	6,999.37	5.511757%	893.43	(331.79)	0.00	7,561.01	413,010.81	520,916.20
Ingersoll Collection Trust	585	Maintenance and Repair	Common Investment	1/1/1998	13,065.29	11,864.73	0.00	0.131149%	(850.30)	47.17	0.00	0.00	0.00	11,911.90	12,214.99	3,647.76	0.131149%	21.26	(7.89)	0.00	3,661.13	15,573.03	15,876.12
John E. Colony Cemetery Fund	567	Cemetery Perpetual Care	Common Investment	6/28/1945	25,993.64	21,279.35	0.00	0.260924%	(1,691.69)	93.85	0.00	0.00	0.00	21,373.20	24,301.95	14,053.15	0.260924%	42.29	(15.71)	0.00	14,079.73	35,452.93	38,381.68
John Symonds Fund	541	Library	Common Investment	1/1/1902	24,039.81	8,398.22	0.00	0.241311%	(1,564.53)	86.80	0.00	0.00	0.00	8,485.02	22,475.28	414.03	0.241311%	39.11	(14.53)	0.00	438.61	8,923.63	22,913.89
John T. Foster Library Trust	549	Library	Common Investment	1/1/2003	18,578.74	14,780.20	0.00	0.186493%	(1,209.12)	67.08	0.00	0.00	0.00	14,847.28	17,369.62	319.76	0.186493%	30.23	(11.23)	0.00	338.76	15,186.04	17,708.38
Keene Downtown Memorial Tree Fund	527	Beautification	Common Investment	1/1/1967	355,972.74	284,661.98	0.00	3.573245%	(23,167.02)	1,285.24	0.00	0.00	0.00	285,947.22	332,805.72	4,499.38	3.573245%	579.20	(215.09)	0.00	4,863.49	290,810.71	337,669.21
Marcus W. Knight	576	Maintenance and Repair	Common Investment	1/1/1932	188,226.62	149,051.93	0.00	1.889414%	(12,249.96)	679.59	0.00	0.00	0.00	149,731.52	175,976.66	8,574.41	1.889414%	306.26	(113.73)	0.00	8,766.94	158,498.46	184,743.60
Maria Giffin Fund	514	Poor/Indigent	Common Investment	1/1/1914	5,463.61	3,978.87	0.00	0.054844%	(355.58)	19.73	0.00	0.00	0.00	3,998.60	5,108.03	1,138.32	0.054844%	8.89	(3.30)	0.00	1,143.91	5,142.51	6,251.94
Maria W. Osborne Library Fund	546	Library	Common Investment	1/1/1909	737.23	539.09	0.00	0.007400%	(47.98)	2.66	0.00	0.00	0.00	541.75	689.25	85.87	0.007400%	1.20	(0.45)	0.00	86.62	628.37	775.87
Mary P. Lane Trust Fund	502	Poor/Indigent	Common Investment	1/1/1934	87,973.27	63,976.88	0.00	0.883073%	(5,725.38)	317.63	0.00	0.00	0.00	64,294.51	82,247.89	1,121.41	0.883073%	143.14	(53.16)	0.00	1,211.39	65,505.90	83,459.28
Mary R. Hall Charitable Fund	501	Poor/Indigent	Common Investment	1/1/1907	27,147.02	19,772.73	0.00	0.272501%	(1,766.75)	98.01	0.00	0.00	0.00	19,870.74	25,380.27	346.04	0.272501%	44.17	(16.40)	0.00	373.81	20,244.55	25,754.08
Mary R. Hall Library Fund	544	Library	Common Investment	1/1/1907	2,239.94	1,626.66	0.00	0.022484%	(145.77)	8.09	0.00	0.00	0.00	1,634.75	2,094.17	90.19	0.022484%	3.64	(1.35)	0.00	92.48	1,727.23	2,186.65
Maurice Alger Scholarship Fund	582	Scholarship	Common Investment	1/1/1970	265,512.93	194,828.66	0.00	2.665212%	(17,729.82)	958.64	0.00	0.00	0.00	195,787.30	248,233.11	8,288.25	2.665212%	432.02	(160.43)	0.00	8,559.84	204,347.14	256,792.95
Milan F. Jones Fund	512	Flower/Flag	Common Investment	1/1/1934	11,106.89	8,078.27	0.00	0.111491%	(722.85)	40.10	0.00	0.00	0.00	8,118.37	10,384.04	141.58	0.111491%	18.07	(6.71)	0.00	152.94	8,271.31	10,536.98
Miscellaneous Cemeteries	564	Cemetery Trust (Other)	Common Investment	1/1/1900	35,584.30	25,178.94	0.00	0.357194%	(2,315.86)	128.48	0.00	0.00	0.00	25,307.42	33,268.44	453.59	0.357194%	57.91	(21.50)	0.00	490.00	25,797.42	33,758.44
Police Benevolent Fund	510	Police/Fire	Common Investment	1/1/1901	249,309.76	165,238.89	0.00	2.502565%	(16,225.30)	900.14	0.00	0.											

CITY OF KEENE, NH
REPORT OF THE TRUSTEES OF TRUST FUNDS
CAPITAL RESERVE (ACCOUNT NUMBER XXX4474)
FOR YEAR ENDING: 06/30/2020
AS OF: 02/29/2020

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	5,988.73	0.00	0.040415%	0.00	0.00	0.00	0.00	6,000.27	6,021.66	0.00	0.040415%	11.54	0.00	0.00	0.00	6,000.27	6,021.66
Bridge Capital Reserve	617	Maintenance and Repair	Common Investment	1/1/2002	758,530.52	0.00	5.118963%	0.00	0.00	0.00	0.00	759,992.65	762,702.21	0.00	5.118963%	1,462.13	0.00	0.00	0.00	759,992.65	762,702.21
City Hall Parking Deck Capital Reserve	615	Maintenance and Repair	Common Investment	1/1/1999	162,624.36	0.00	1.097475%	0.00	0.00	0.00	0.00	162,937.83	163,518.74	0.00	1.097475%	313.47	0.00	0.00	0.00	162,937.83	163,518.74
Downtown Infrastructure and Facility Capital Reserve	619	Economic Development	Common Investment	1/1/2008	1,444,012.01	0.00	9.744952%	0.00	0.00	0.00	0.00	1,446,795.47	1,451,953.64	0.00	9.744952%	2,783.46	0.00	0.00	0.00	1,446,795.47	1,451,953.64
Fleet Equipment Capital Reserve	612	Maintenance and Repair	Common Investment	1/1/1998	1,106,848.83	0.00	7.469598%	0.00	0.00	0.00	0.00	1,108,982.38	1,112,936.17	0.00	7.469598%	2,133.55	0.00	0.00	0.00	1,108,982.38	1,112,936.17
Fire Equipment Capital Reserve	600	Police/Fire	Common Investment	1/1/1968	564,010.20	0.00	3.806237%	0.00	0.00	0.00	0.00	565,097.38	567,112.09	0.00	3.806237%	1,087.18	0.00	0.00	0.00	565,097.38	567,112.09
Hazardous Waste Site Capital Reserve	605	Environmental Purposes	Common Investment	1/1/1988	50,110.05	0.00	0.338169%	0.00	0.00	0.00	0.00	50,206.64	50,385.64	0.00	0.338169%	96.59	0.00	0.00	0.00	50,206.64	50,385.64
Intersection Improvements Capital Reserve	603	Economic Development	Common Investment	1/1/1986	1,972.24	0.00	0.013310%	0.00	0.00	0.00	0.00	1,976.04	1,983.09	0.00	0.013310%	3.80	0.00	0.00	0.00	1,976.04	1,983.09
Landfill Closure Capital Reserve	601	Environmental Purposes	Common Investment	1/1/1980	21,869.18	0.00	0.147585%	0.00	0.00	0.00	0.00	21,911.33	21,989.45	0.00	0.147585%	42.15	0.00	0.00	0.00	21,911.33	21,989.45
Martel Court Pumping Station Capital Reserve	607	Maintenance and Repair	Common Investment	1/1/1992	733,305.58	0.00	4.948732%	0.00	0.00	0.00	0.00	734,719.09	737,338.54	0.00	4.948732%	1,413.51	0.00	0.00	0.00	734,719.09	737,338.54
Sewer Infrastructure Capital Reserve	613	Maintenance and Repair	Common Investment	1/1/1998	3,331,334.55	0.00	22.481597%	0.00	0.00	0.00	0.00	3,337,755.98	3,349,655.88	0.00	22.481597%	6,421.43	0.00	0.00	0.00	3,337,755.98	3,349,655.88
Transfer/Recycling Center Capital Reserve	610	Maintenance and Repair	Common Investment	1/1/1998	382,282.75	0.00	2.579845%	0.00	0.00	0.00	0.00	383,019.63	384,385.19	0.00	2.579845%	736.88	0.00	0.00	0.00	383,019.63	384,385.19
Transportation Improvements Capital Reserve	620	Maintenance and Repair	Common Investment	1/1/2015	325,212.86	0.00	2.194707%	0.00	0.00	0.00	0.00	325,839.74	327,001.44	0.00	2.194707%	626.88	0.00	0.00	0.00	325,839.74	327,001.44
Wastewater Treatment Plant Capital Reserve	608	Maintenance and Repair	Common Investment	1/1/1992	1,992,323.21	0.00	13.424875%	0.00	0.00	0.00	(3,018.42)	1,993,139.35	2,000,245.37	0.00	13.424875%	3,834.56	0.00	0.00	0.00	1,993,139.35	2,000,245.37
Water Infrastructure Capital Reserve	614	Maintenance and Repair	Common Investment	1/1/1998	3,384,154.49	0.00	22.384407%	0.00	0.00	0.00	(67,221.43)	3,323,326.73	3,335,175.18	0.00	22.384407%	6,393.67	0.00	0.00	0.00	3,323,326.73	3,335,175.18
Water Treatment Facility Capital Reserve	609	Maintenance and Repair	Common Investment	1/1/1993	390,456.42	0.00	2.635005%	0.00	0.00	0.00	0.00	391,209.06	392,603.81	0.00	2.635005%	752.64	0.00	0.00	0.00	391,209.06	392,603.81
Wells Street Parking Facility Capital Reserve	616	Maintenance and Repair	Common Investment	1/1/1999	233,255.15		1.574128%	0.00	0.00	0.00	0.00	233,704.77	234,537.98	0.00	1.574128%	449.62	0.00	0.00	0.00	233,704.77	234,537.98
TOTALS					14,888,291.13	0.00	100.000000%	0.00	0.00	0.00	(70,239.85)	14,846,614.34	14,899,546.08	0.00	100.000000%	28,563.06	0.00	0.00	0.00	14,846,614.34	14,899,546.08

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: 02/29/2020

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	119,003.58	4,380.00	100.000000%	0.00	0.00	(66.45)	0.00	123,317.13	123,317.13	276.92	100.000000%	54.72	0.00	0.00	331.64	123,648.77	123,648.77
TOTALS					119,003.58	4,380.00	100.000000%	0.00	0.00	(66.45)	0.00	123,317.13	123,317.13	276.92	100.000000%	54.72	0.00	0.00	331.64	123,648.77	123,648.77