



**Trustees of Trust Funds
AGENDA**

City Hall 2nd Floor Conference Room
June 17, 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): 132 474 8402

Meeting password: C!tyK33n3 (20895336 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 April 2020 minutes
2. Common Trust Fund
 - a. Approval of Receipts = none
 - b. Approval of Disbursements
 - i. #529 Ashuelot River Park Trust = \$5,673.49
 - 2020 ARP Budget; Trustees 2/19/20
 - Reimburse City of Keene (AGM Landscaping; Fred Hamblet; FA Bartlett)
 - ii. #547 Clara B. Abbott Library Trust = \$600.00
 - Reimburse City of Keene (NH State Library)
 - c. Maurice Alger Scholarship
3. Capital Reserve Portfolio
 - a. Establishment of new Capital Reserves
 - i. #621 Road and Sidewalk Infrastructure Capital Reserve
 - ii. #622 Emergency Communication Capital Reserve
 - iii. #623 Reappraisal Capital Reserve
 - iv. #624 Information Technology Systems and Infrastructure Capital Reserve
 - b. Approval of Receipts
 - i. #620 Transportation Improvement
 - Receipts through May 31, 2020 = \$40,620.75
 - ii. #621 Road and Sidewalk Infrastructure = \$391,627.32
 - City Council 5/21/20
 - Resolution R-2020-15
 - c. Approval of Disbursements
 - i. #608 Wastewater Treatment Plant = \$9,326.02
 - ii. #610 Transfer/Recycling Center = \$65,324.79
 - iii. #612 Fleet Equipment = \$50,195.00
 - iv. #613 Sewer Infrastructure = \$185,326.02
 - v. #614 Water Infrastructure = \$281,988.94

4. Library Renovation Trust Fund
 - a. Acceptance of Donations = none
 - b. Approval of Disbursements = none
5. RFP for Investment Advisory and Reporting Services
 - a. Completion of Cambridge Trust agreements
 - b. Return of RFP documents
6. Distribution of MS9's for period ending May 31, 2020
 - a. Common Trust Funds – \$9,836,259.59
 - b. Capital Reserve Funds – \$14,168,678.57
 - c. Library Renovation Trust Fund – \$6,941.47
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, April 15, 2020 9:30 AM City Hall-2nd Floor Conference Room

Members Present:

Sue Silver, Chair
Jennie Newcombe, Vice Chair
Marilyn Gemmell
Katherine Snow

Staff Present:

Karen Gray, Senior Staff Accountant

Absent:

Mike Forrest

Other:

Chair Silver called the meeting to order at 9:40 AM and explained that due to the COVID-19 State of Emergency the Trustees of Trust Funds meeting is being held remotely using WebEx and that the Trustees are participating on-line. She explained that a roll call will be required for every vote. Chair Silver then called the roll and asked that each Trustee identify their on-line presence and if there are others in the room. Marilyn Gemmell present, Jennie Newcombe present, Susan Silver present, Katherine Snow present. Michael Forrest was absent from the on-line meeting.

Approval of Minutes

Ms. Snow made a motion to approve the minutes of the February 2020 meeting as presented, Ms. Newcombe seconded. The motion passed on a roll call vote with 4 Trustees present and voting in favor. Trustee Forrest was absent.

COMMON TRUST FUNDS

RECEIPTS

None

DISBURSEMENTS

#568 Cemetery Trust Fund B – Cemetery Capital Reserve

Ms. Gray presented a disbursement in the amount of \$1,140.46 to reimburse the City for expenses paid to SUR Construction. This item was pre-approved by the Trustees as part of the Woodland Cemetery culvert project at the June 20, 2018 meeting.

Ms. Gemmell made a motion to approve as presented, Ms. Snow seconded. The motion passed on a roll call vote with 4 Trustees present and voting in favor. Trustee Forrest was absent.

#528 Ashuelot River Park Memorial Trust

Ms. Gray presented a disbursement to close the Ashuelot River Park Memorial Trust – principal and income – in order to reimburse the City for expenses paid to Conway School of Landscape Design. This item is a part of the 2020 Ashuelot River Park budget approved by the Trustees on February 19, 2020 with the amount for Conway School of Landscape Design not to exceed \$12,500. The funding source is the remainder of the Ashuelot River Park Memorial Trust, approximately \$5,813, with the balance from the Ashuelot River Park Trust.

Ms. Newcombe made a motion to approve as presented, Ms. Snow seconded. The motion passed on a roll call vote with 4 Trustees present and 3 voting in favor. Trustee Silver recused and Trustee Forrest was absent.

CAPITAL RESERVES

RECEIPTS

None

DISBURSEMENTS

Mrs. Gray presented disbursements totaling \$754,198.46 noting that the funds are reimbursing the City of Keene.

- #608 Wastewater Treatment Plan = \$2,233.03
- #610 Transfer/Recycling Center = \$152,120.80
- #612 Fleet Equipment = \$453,879.90
- #613 Sewer Infrastructure = \$30,039.64
- #614 Water Infrastructure = \$115,925.09

Ms. Gemmell made a motion to approve the disbursements as presented, Ms. Newcombe seconded. The motion passed on a roll call vote with 4 Trustees present and voting in favor. Trustee Forrest was absent.

LIBRARY RENOVATION TRUST

RECEIPTS

Mrs. Gray presented donations received from April 30, 2019 through January 24, 2020 in the amount of \$117,489.26 which were approved by City Council on February 20, 2020.

Ms. Snow made a motion to approve the donations as presented, Ms. Newcombe seconded. The motion passed on a roll call vote with 4 Trustees present and 3 voting in favor. Trustee Gemmell recused and Trustee Forrest was absent.

DISBURSEMENTS

Mrs. Gray presented a disbursement in the amount of \$119,000.00 to reimburse the City for interim bridge funding.

Ms. Newcombe made a motion to approve the disbursement as presented, Ms. Snow seconded. The motion passed on a roll call vote with 4 Trustees present and 3 voting in favor. Trustee Gemmell recused and Trustee Forrest was absent.

Ms. Gray then presented a request to authorize the closure of the KPL Library Renovation Trust Fund investment account with Cambridge Trust. She explained that the balance is below the minimum investment requirement of Cambridge Trust and that the funds would be placed in an interest bearing account with the City. The Trustees will still be administering to the remaining funds with the procedures for acceptance of additional funds and authorization of disbursements remaining as is. Cambridge Trust will be instructed to forward any additional donations they receive to Ms. Gray for deposit and tracking. The City hopes to coordinate the final closeout of the Library Renovation Trust with both the Library Trustees and the Trustees of the Trust Funds this summer. Ms. Gemmell asked about future donations from the Friends of the Keene Public Library and Ms. Gray indicated that those funds should also be sent to her for deposit.

Ms. Snow made a motion to approve the disbursement as presented, Ms. Newcombe seconded. The motion passed on a roll call vote with 4 Trustees present and 3 voting in favor. Trustee Gemmell recused and Trustee Forrest was absent.

#02-20-06 RFP for Investment Advisory and Reporting Services

Ms. Gray asked the Trustees for a status update on the RFP for Investment Advisory and Reporting Services. The scores were consolidated and distributed to the Trustees before the March meeting. The March meeting was canceled due to COVID-19 and the proposals have been in limbo. The consolidated scores are:

Cambridge Trust Company of New Hampshire = 22.25

Bank of New Hampshire Wealth Management = 18.45

NHTrust = 8.5

TD Bank, NA = 7.75

Clarfeld Citizens Private Wealth = 5.95

New Hampshire Public Deposit Investment Pool = 3.6

Ms. Snow stated that she was very pleased with the responses to the RFP and noted that Cambridge Trust had the highest compiled score and she did not believe that it was necessary to hold oral presentations at this time. The other Trustees agreed with Ms. Snow and added that they had been very pleased with the services and investment returns provided by Cambridge Trust. Some concern was voiced about the possible appearance of not having oral presentations by the top 2 scorers – Cambridge Trust and Bank of New Hampshire. Ms. Gray was asked if oral presentations was a requirement of the RFP and Ms. Gray responded that the proposals were independently evaluated by each member of the selection committee and that the RFP clearly stated that “some proposers may be requested to make oral presentations”. Ms. Silver indicated that she had some questions about the additional cost of transitioning to Bank of New Hampshire, if they were to be considered. Discussion followed about holding oral presentations with COVID-19 when Cambridge Trust was clearly the highest scorer and everyone is really happy with the existing services.

Ms. Snow made a motion to award the RFP for Investment Advisory and Reporting Services #02-20-06 to Cambridge Trust Company of New Hampshire per the proposal submitted February 13, 2020. The agreement will be for an initial five (5) year period beginning July 1, 2020 with the option, if mutually agreed, to renew the contract for two (2), one-year periods for a possible total of seven years. Ms. Newcombe seconded. The motion passed on a roll call vote with 4 Trustees present and voting in favor. Trustee Forrest was absent.

Ms. Gray indicated that she will work with the Purchasing Department to notify other bidders and will arrange to have contract documents with Cambridge Trust prepared and reviewed by Attorney Mullins for signature at the June meeting.

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

Ms. Silver asked if there were any questions on the MS9 reports for the Common Trust, Library Renovation Trust and the Capital Reserves. No questions were asked. Ms. Gray indicated that the March 2020 reports were not available yet.

Updates/Future Items

Flower Fund / Memorial Day

Ms. Newcombe reminded everyone that Memorial Day was very quickly approaching and asked on the status of the flowers for grave sites on Memorial Day. Anderson the Florist had provided the flowers as required by the Flower Fund Trust for many years and closed their business earlier this year. Ms. Gray admitted that this had fallen through the crack but she would check with Andy Bohannon, Director of Parks, Recreation and Facilities to get a plan in place. She will provide the Trustees and update as soon as she can.

May 2020 Meeting Status

Ms. Gray then asked the Trustees about the status of the May 2020 meeting. The consensus was that even though this meeting was completed electronically it was not without some glitches and the preference would be to cancel the May meeting, unless an emergency need for funds arises, and hold the meeting in June. Ms. Gray advised that hopefully we will be able to meet in person in June but if not the Trustees will need to meet in June regardless because fiscal year-end transactions will need to be approved.

The meeting adjourned at 10:00 a.m.

Respectfully submitted,
Karen P. Gray

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

Date: 6/17/2020
To: Trustees of Trust Funds
From: Karen Gray, Senior Staff Accountant
RE: Disbursement Request from Income

Trust #	Title of Trust	Purpose	Amount
529	Ashuelot River Park Trust	2019 Budget - reimbursment to	5,673.49
		City	
		Conway School = \$113.49	
		Fred Hamblet = \$650.00	
		AGM Landscaping = \$1,250.00	
		FA Bartlett = \$185.00	
		FA Bartlett = \$3,475.00	
		Trustees approved 2/19/20 - project 90272-20	
Total Withdrawal Request			5,673.49

**Amount of
Withdrawal:** \$5,673.49

**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

City of Keene Trustees of Trust Funds (TTF)								
Approved Trustee Trust Fund Expenditures (as of June 17, 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	(11,295.00)	5/19 - 12/19	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							
	Conway School of Landscape				(113.49)	06/17/20	22,886.51	
	Fred Hamblet (ground lights)				(650.00)	06/17/20	22,236.51	
	AGM Landscaping (spring clean-up)				(1,250.00)	06/17/20	20,986.51	
	FA Bartlett (soil application)				(185.00)	06/17/20	20,801.51	
	FA Bartlett (trim maples)				(3,475.00)	06/17/20	17,326.51	17,326.51
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)	Trust Closed	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				(4,886.51)	04/15/20	0.00	0.00
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				
	Atlantic 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: 6/17/2020
To: Trustees of Trust Funds
From: Karen Gray, Senior Staff Accountant
RE: Disbursement Request from Income

Trust #	Title of Trust	Purpose	Amount
Reimburse the City of Keene for expenses paid (01102 / 62498) from the LIBRARY TRUST FUNDS as directed by the Library Director.			
547	Clara B. Abbott		600.00
Total Withdrawal Request			600.00

**Amount of
Withdrawal:** \$600.00

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

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

Approved By Trustees:

		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 6/17/20.

Susan Silver, Chairman

6/17/2020



CITY OF KEENE

R-2020-14

Twenty

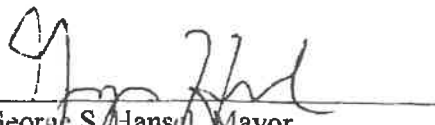
In the Year of Our Lord Two Thousand and

Relating to the establishment of a Road and Sidewalk Infrastructure Capital

A RESOLUTION Reserve

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

The City Council hereby authorizes the establishment of the Road and Sidewalk Infrastructure Capital Reserve to fund, wholly or in part, improvements in the roadway system, including but not limited to, road reconstruction, rehabilitation, and preservation, and associated components such as curbing, lighting, sidewalks, signals, and stormwater pursuant to the provisions of RSA 34.


George S. Hansel, Mayor

In City Council May 7, 2020.
Referred to the Finance, Organization
and Personnel Committee.

City Clerk

PASSED May 21, 2020

A true copy, attest:


City Clerk



CITY OF KEENE

R-2020-17

Twenty

In the Year of Our Lord Two Thousand and
Relating to the establishment of an Emergency Communication Capital
A RESOLUTION Reserve.

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

The City Council hereby authorizes the establishment of the Emergency Communication Capital Reserve to fund, wholly or in part, the citywide purchase, replacement or upgrade of emergency communication systems and components, including and not limited to portable and mobile radios, base stations, towers, repeaters, support infrastructure, emergency and dispatch center equipment, and software pursuant to the provisions of RSA 34.


George S. Hansel, Mayor

In City Council May 7, 2020.
Referred to the Finance, Organization
and Personnel Committee

City Clerk

PASSED May 21, 2020

A true copy, attest:


City Clerk



CITY OF KEENE


R-2020-18

In the Year of Our Lord Two Thousand andTwenty.....

A RESOLUTIONRelating to the establishment of a Reappraisal Capital Reserve.....

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

The City Council hereby authorizes the establishment of the Reappraisal Capital Reserve to fund, wholly or in part, the revaluation of real estate for tax assessment purposes pursuant to the provisions of RSA 34. A revaluation is required by state law, RSA 75:8-a, at least once every five years


George S. Hansel, Mayor

In City Council May 7, 2020.
Referred to the Finance, Organization
and Personnel Committee

City Clerk

PASSED May 21, 2020

A true copy, attest:


City Clerk



CITY OF KEENE


R-2020-19

In the Year of Our Lord Two Thousand and Twenty.....

A RESOLUTION Relating to the establishment of an Information Technology Systems and
Infrastructure Capital Reserve.

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

The City Council hereby authorizes the establishment of the IT Systems and Infrastructure Capital Reserve to fund, wholly or in part, the purchase, replacement or upgrade of organizational information technology software and hardware systems and infrastructure pursuant to the provisions of RSA 34.


George S. Hanse, Mayor

In City Council May 7, 2020.
Referred to the Finance, Organization
and Personnel Committee

City Clerk

PASSED May 21, 2020

A true copy, attest:


City Clerk

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

Date: 6/17/2020
To: Trustees of Trust Funds
From: Karen Gray, Senior Staff Accountant
RE: Capital Reserve Appropriation

Capital Reserve	Purpose of Deposit	Amount
#620 Transportation Improvement		
	1/1/20 - 5/31/20	40,620.75
Total Deposit Request		40,620.75

Amount of Deposit: \$40,620.75

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:

		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 6/17/20.

Susan Silver, Chairman

6/17/2020

PENTAMATION ENTERPRISES
DATE: 06/11/2020
TIME: 13:31:25

CITY OF KEENE, NEW HAMPSHIRE
REVENUE STATUS REPORT

PAGE NUMBER: 1
REVSTAL1

SELECTION CRITERIA: revlledgr.key_orgn='00603' and revlledgr.account='42218'
ACCOUNTING PERIOD: 11/20

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

FUND-01 GENERAL FUND
FUNCTION-01 GENERAL GOVERNMENT

*DEPARTM-	- - - - TITLE - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
30	FINANCE	100,000.00	9,314.50	.00	86,130.75	13,869.25	86.13
TOTAL	FINANCE	100,000.00	9,314.50	.00	86,130.75	13,869.25	86.13
TOTAL	GENERAL GOVERNMENT	100,000.00	9,314.50	.00	86,130.75	13,869.25	86.13
TOTAL	GENERAL FUND	100,000.00	9,314.50	.00	86,130.75	13,869.25	86.13
TOTAL	REPORT	100,000.00	9,314.50	.00	86,130.75	13,869.25	86.13

245,5107 Dec 2019

40,620.75



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.

A handwritten signature in cursive script, likely belonging to Patricia C. Smith, the City Clerk.

City Clerk

Kendall W. Lane, Mayor

In City Council February 19, 2015.

Tabled to the next regular meeting to comply
with statutory requirements.

A handwritten signature in cursive script, likely belonging to Patricia C. Smith, the City Clerk.

City Clerk

PASSED March 5, 2015

A true copy;

Attest:

A handwritten signature in cursive script, likely belonging to Patricia C. Smith, the City Clerk.

City Clerk

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

Date: 6/17/2020
To: Trustees of Trust Funds
From: Karen Gray, Senior Staff Accountant
RE: Capital Reserve Appropriation

Capital Reserve	Purpose of Deposit	Amount
#621 Road and Sidewalk Infrastructure		
	5/21/20 Council Resolution	391,627.32
	R-2020-15	
	- State of NH Municipal Aid	
Total Deposit Request		391,627.32

Amount of Deposit: \$391,627.32

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:

		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 6/17/20.

Susan Silver, Chairman

6/17/2020



CITY OF KEENE

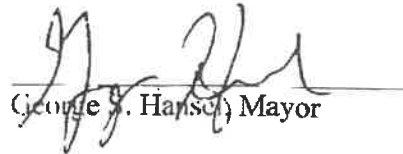
R-2020-15

In the Year of Our Lord Two Thousand and Twenty.....

A RESOLUTION Relating to an appropriation to the Road and Sidewalk Infrastructure
Capital Reserve.

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

That the sum of three hundred ninety one thousand six hundred twenty seven dollars and thirty two cents (\$391,627.32) is hereby appropriated in the 2019-2020 fiscal year for the purpose of providing funding for the transfer of funds to the Road and Sidewalk Infrastructure Capital Reserve Fund. Said appropriation to be funded by the General Fund unassigned fund balance.


George S. Hanson, Mayor

In City Council May 7, 2020.
Referred to the Finance, Organization
and Personnel Committee.

City Clerk

PASSED May 21, 2020

A true copy, attest:


City Clerk



City of Keene, N.H.
Transmittal Form

May 14, 2020

TO: Mayor and Keene City Council
FROM: Finance, Organization and Personnel Committee
ITEM: K.2.

SUBJECT: Relating to an Appropriation to the Road and Sidewalk Infrastructure Capital Reserve

COUNCIL ACTION:

In City Council May 21, 2020.

Report filed as informational. Voted unanimously for the adoption of Resolution R-2020-15.

RECOMMENDATION:

By a roll call vote of 5-0, the Finance, Organization, and Personnel Committee recommends the adoption of Resolution R-2020-15.

ATTACHMENTS:

Description

Resolution R-2020-15_Adopted

BACKGROUND:

Ms. Howe stated that Resolution R-2020-14 (from the previous agenda item) pertains to the establishment of the Road Infrastructure Capital Reserve, while Resolution R-2020-15 pertains to the funding of that capital reserve. She continued that in October 2019, the City received the first of two Municipal Aid payments from the State of New Hampshire in the amount of \$391,627.32. These funds were received prior to the FY20 tax rate setting enabling the City to reduce the amount of fund balance utilized to balance the budget by \$391,627.32.

Resolution R-2020-15 would appropriate the \$391,627.32 from the General Fund unassigned balance to fund the Road and Sidewalk Infrastructure Capital Reserve. It is coming out of the fund balance because of the fact that they reduced the fund balance that was going to be used to use the tax rate. This \$391,627 will fall to the bottom line in June and what they are trying to do is utilize the money to help fund the Road and Sidewalk Infrastructure Capital Reserve.

Chair Powers asked if Resolution R-2020-15 should really be Resolution R-2020-14. Ms. Howe replied no, this R-2020-15 is the funding source for the capital reserve that R-2020-14 created.

Chair Powers asked if the Committee members had questions or comments. He asked if other Councilors had questions or comments. He asked for questions or comments from members of the public. Hearing none, he stated that he would entertain a motion.

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

By a roll call vote of 5-0, the Finance, Organization, and Personnel Committee recommends the adoption of Resolution R-2020-15.

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

Date: 6/17/2020
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			9,326.02
08095-A	FY16/17 WWTP Aeration Gate & Mixer	9,326.02	
#612 Fleet Equipment			50,195.00
11003-A	Fleet Equipment	50,195.00	
#610 Transfer/Recycling Center			65,324.79
90069-20	Recycling Center Equipment	65,324.79	
#613 Sewer Infrastructure			185,326.02
08025-20	Sewer Water Rate Study	1,000.66	
08055-19	FY19 Sewer Main Improvements	7,838.38	
08055-ZZ	FY20 Sewer Main Improvements	173,212.58	
08155-17	FY17 Sewer Main Improvements	3,274.40	
#614 Water Infrastructure			281,988.94
05009-17	FY17 Water Distribution Improvement	186,392.64	
05034-B	Babbidge Dam Rehab	16,978.00	
05039-C	Woodward Dam Improvements	59,715.53	
05090-18	Drummer Hill Pump Replace	18,902.77	
Total Withdrawal Request			592,160.77

**Amount of
Withdrawal:** \$592,160.77

**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 6/17/20.

Susan Silver, Chairman

6/17/20

Capital Reserve Withdrawal											
FY20 June 2020 Trustees Meeting									Cummulative	REQUEST	
				Cap Reserve		FY20 4/9/20	Revenue	NET	Trustee	FY20	
Project #	Reserve	Fund	Project Name	Budget	Status	Expense	Other Sources	Exp Less Other Rev	Prior Mos Reimb	June	
									Revenue	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		27,663.78	1,350,000.00	(1,322,336.22)	16,960.65	(1,339,296.87)	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		58,102.47		58,102.47	48,776.45	9,326.02	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		275,953.59		275,953.59	210,628.80	65,324.79	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		636,362.90		636,362.90	586,167.90	50,195.00	Equipment Fund Capital Reserve
08025-20	613	32	Sewer Water Rate Study	40,000.00		23,356.53		23,356.53	22,355.87	1,000.66	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		62,897.59		62,897.59	55,059.21	7,838.38	Sewer Infrastructure Capital Reserve
08055-22	613	32	FY20 Sewer Main Improvements	661,301.00		181,036.18		181,036.18	7,823.60	173,212.58	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		173,910.67		173,910.67	170,636.27	3,274.40	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	268,370.18	0.00	Water Infrastructure Capital reserve
05009-17	614	34	FY17 Water Distribution Improvements	146,896.00		524,596.38		524,596.38	338,203.74	186,392.64	Water Infrastructure Capital reserve
05009-19	614	34	FY19 Water Distribution Improvements	500,000.00		25,459.70	627,257.00	(601,797.30)	0.00	(601,797.30)	Water Infrastructure Capital reserve
05034-B	614	34	FY17 & FY16 Babbidge Dam Rehab	841,013.00		1,679,576.94	850,000.00	829,576.94	812,598.94	16,978.00	Water Infrastructure Capital reserve
05039-C	614	34	Woodward Dam Improvements	208,987.00		187,295.78		187,295.78	127,580.25	59,715.53	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		238,591.90	15,402.00	223,189.90	204,287.13	18,902.77	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	10,627.68	0.00	Water Infrastructure Capital reserve
05097-20	614	34	Water Booster Station (Glen Road)	21,446.00		10,627.69		10,627.69	10,627.69	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		2,305,039.68	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		171,896.65	736,000.00	(564,103.35)	18,798.96	(582,902.31)	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		115,313.08	483,591.31	(368,278.23)	0.00	(368,278.23)	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		54,403.79	478,400.00	(423,996.21)	0.00	(423,996.21)	Transportation Improvement
									Total	592,160.77	June20 Cap Reserve WD

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: 05/31/2020

FUND NAME	FUND #	PURPOSE	HOW INVESTED	DATE OF CREATION	PRINCIPAL BEGIN MARKET VALUE	PRINCIPAL										INCOME						TOTAL COST PRINCIPAL & INCOME	TOTAL MARKET VALUE PRINCIPAL & INCOME	
						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	65,021.62	51,723.27	0.00	0.738512%	1,927.23	(39.32)	0.00	0.00	0.00	0.00	51,683.95	66,948.85	1,316.78	0.738512%	76.19	(37.91)	0.00	1,355.06	53,039.01	68,303.91
Abbott A. Lane Playground Fund	525	Parks/Recreation	Common Investment	1/1/1934	12,630.10	10,043.47	0.00	0.143452%	374.35	(7.64)	0.00	0.00	0.00	0.00	10,035.83	13,004.45	255.77	0.143452%	14.80	(7.36)	0.00	263.21	10,299.04	13,267.66
Ashuelot River Park Memorial Trust	528	Parks/Recreation	Common Investment	1/1/1995	0.00	0.00	0.00	0.000000%	0.00	5,254.66	0.00	0.00	0.00	0.00	5,254.66	0.00	0.00	0.000000%	0.00	0.00	0.00	0.00	5,254.66	0.00
Ashuelot River Park Trust	529	Parks/Recreation	Common Investment	1/1/1996	380,428.18	373,207.22	0.00	4.320884%	11,275.86	(230.01)	0.00	0.00	0.00	0.00	372,977.21	391,704.04	28,962.13	4.320884%	445.77	(221.79)	0.00	29,186.11	402,163.32	420,890.15
Campo Santo Trust	570	Cemetery Perpetual Care	Common Investment	1/1/1959	10,811.64	10,052.83	0.00	0.122798%	320.46	(6.53)	0.00	0.00	0.00	0.00	10,046.30	11,132.10	830.30	0.122798%	12.67	(6.30)	0.00	836.67	10,882.97	11,968.77
Caroline H. Ingersoll	523	Parks/Recreation	Common Investment	1/1/1894	3,978.13	3,181.25	0.00	0.045183%	117.91	(2.40)	0.00	0.00	0.00	0.00	3,178.85	4,096.04	80.57	0.045183%	4.66	(2.32)	0.00	82.91	3,261.76	4,178.95
Caroline Ingersoll	543	Library	Common Investment	1/1/1894	3,920.43	3,182.64	0.00	0.044528%	116.20	(2.37)	0.00	0.00	0.00	0.00	3,180.27	4,036.63	196.00	0.044528%	4.59	(2.29)	0.00	198.30	3,378.57	4,234.93
Carrie K. Hersey Trust	548	Library	Common Investment	1/1/1974	133,636.52	106,290.94	0.00	1.517837%	3,960.97	(80.80)	0.00	0.00	0.00	0.00	106,210.14	137,597.49	6,679.05	1.517837%	156.59	(77.91)	0.00	6,757.73	112,967.87	144,355.22
Cemetery Trust Fund A - Perpetual Care of Cemeteries	565	Cemetery Perpetual Care	Common Investment	6/20/1985	1,470,592.09	1,180,152.56	0.00	16.702914%	43,588.22	(889.08)	0.00	0.00	0.00	0.00	1,179,263.48	1,514,180.31	29,720.11	16.702914%	1,723.20	(857.35)	0.00	30,585.96	1,209,849.44	1,544,766.27
Cemetery Trust Fund B - Cemetery Capital Reserve	568	Maintenance and Repair	Common Investment	8/20/1985	995,278.15	839,626.97	0.00	11.304318%	29,499.95	(601.74)	0.00	0.00	0.00	0.00	839,025.23	1,024,778.10	134,178.25	11.304318%	1,166.23	(580.24)	0.00	134,764.24	973,789.47	1,159,542.34
Charles A. Jones Fund	513	Parks/Recreation	Common Investment	1/1/1928	23,763.19	18,344.81	0.00	0.269901%	704.34	(14.36)	0.00	0.00	0.00	0.00	18,330.45	24,467.53	16,523.72	0.269901%	27.84	(13.85)	0.00	16,537.71	34,868.16	41,005.24
Clara B. Abbott	547	Library	Common Investment	1/1/1955	18,698.55	14,689.74	0.00	0.212377%	554.22	(11.31)	0.00	0.00	0.00	0.00	14,678.43	19,252.77	4,753.79	0.212377%	21.91	(10.90)	0.00	4,764.80	19,443.23	24,017.57
Clement Woodward Fund	503	Poor/Indigent	Common Investment	1/1/1960	849,515.21	675,744.79	0.00	9.648750%	25,179.55	(513.62)	0.00	0.00	0.00	0.00	675,231.17	874,694.76	134,640.89	9.648750%	995.43	(495.26)	0.00	135,141.06	810,372.23	1,009,835.82
Dinsmoor Woods Trust	526	Parks/Recreation	Common Investment	1/1/1980	4,956.65	3,937.44	0.00	0.056297%	146.91	(3.00)	0.00	0.00	0.00	0.00	3,934.44	5,103.56	100.37	0.056297%	5.81	(2.89)	0.00	103.29	4,037.73	5,206.85
Emily J. Elliot Daland	522	Parks/Recreation	Common Investment	1/1/1933	5,374.56	4,286.62	0.00	0.061044%	159.30	(3.25)	0.00	0.00	0.00	0.00	4,283.37	5,533.86	108.82	0.061044%	6.30	(3.13)	0.00	111.99	4,395.36	5,645.85
Flower Fund	566	Flower/Flag	Common Investment	1/1/1900	150,963.89	121,629.75	0.00	1.714640%	4,474.56	(91.27)	0.00	0.00	0.00	0.00	121,538.48	155,438.45	3,057.19	1.714640%	176.89	(88.01)	0.00	3,146.07	124,684.55	158,584.52
Frank Wright Scholarship Fund	581	Scholarship	Common Investment	1/1/1930	1,289,775.15	1,043,667.65	0.00	14.649200%	38,228.82	(779.78)	0.00	0.00	0.00	0.00	1,042,887.87	1,328,003.97	126,280.73	14.649200%	1,511.31	(751.93)	0.00	127,040.11	1,169,927.98	1,455,044.08
George A. Wheelock	521	Parks/Recreation	Common Investment	1/1/1906	55,634.83	44,260.39	0.00	0.631898%	1,649.01	(33.63)	0.00	0.00	0.00	0.00	44,226.76	57,283.84	1,126.67	0.631898%	65.19	(32.43)	0.00	1,159.43	45,386.19	58,443.27
George B. Elliot	545	Library	Common Investment	1/1/1931	1,320.47	1,049.13	0.00	0.014998%	39.14	(0.80)	0.00	0.00	0.00	0.00	1,048.33	1,359.61	71.75	0.014998%	1.55	(0.77)	0.00	72.53	1,120.86	1,432.14
George B. Elliot Fund	516	Library	Common Investment	1/1/1931	501.35	406.35	0.00	0.005694%	14.86	(0.30)	0.00	0.00	0.00	0.00	406.05	516.21	120.46	0.005694%	0.59	(0.29)	0.00	120.76	526.81	636.97
Greenlawn Cemetery	561	Cemetery Trust (Other)	Common Investment	1/1/1900	485,552.03	390,331.25	0.00	5.514875%	14,391.72	(293.57)	0.00	0.00	0.00	0.00	390,037.68	499,943.75	9,833.08	5.514875%	568.95	(283.07)	0.00	10,118.96	400,156.64	510,062.71
Ingersoll Collection Trust	585	Maintenance and Repair	Common Investment	1/1/1998	11,553.42	11,552.16	0.00	0.131223%	342.44	(6.99)	0.00	0.00	0.00	0.00	11,545.17	11,895.86	3,715.19	0.131223%	13.54	(6.74)	0.00	3,721.99	15,267.16	15,617.85
John E. Colony Cemetery Fund	567	Cemetery Perpetual Care	Common Investment	6/28/1945	22,985.76	20,657.49	0.00	0.261071%	681.30	(13.90)	0.00	0.00	0.00	0.00	20,643.59	23,667.06	14,187.28	0.261071%	26.94	(13.40)	0.00	14,200.82	34,844.41	37,867.88
John Symonds Fund	541	Library	Common Investment	1/1/1902	21,258.03	7,823.11	0.00	0.241448%	630.09	(12.86)	0.00	0.00	0.00	0.00	7,810.25	21,888.12	538.08	0.241448%	24.90	(12.39)	0.00	550.59	8,360.84	22,438.71
John T. Foster Library Trust	549	Library	Common Investment	1/1/2003	16,428.88	14,335.73	0.00	0.186598%	486.95	(9.94)	0.00	0.00	0.00	0.00	14,325.79	16,915.83	415.64	0.186598%	19.25	(9.58)	0.00	425.31	14,751.10	17,341.14
Keene Downtown Memorial Tree Fund	527	Beautification	Common Investment	1/1/1967	314,781.06	276,145.94	0.00	3.575267%	9,330.08	(190.32)	0.00	0.00	0.00	0.00	275,955.62	324,111.14	6,336.47	3.575267%	368.85	(183.51)	0.00	6,521.81	282,477.43	330,632.95
Marcus W. Knight	576	Maintenance and Repair	Common Investment	1/1/1932	166,445.81	144,548.92	0.00	1.890483%	4,933.44	(100.63)	0.00	0.00	0.00	0.00	144,448.29	171,379.25	9,545.81	1.890483%	195.03	(97.04)	0.00	9,643.80	154,092.09	181,023.05
Maria Giffin Fund	514	Poor/Indigent	Common Investment	1/1/1914	4,831.37	3,848.17	0.00	0.054874%	143.20	(2.92)	0.00	0.00	0.00	0.00	3,845.25	4,974.57	1,166.52	0.054874%	5.66	(2.82)	0.00	1,169.36	5,014.61	6,143.93
Maria W. Osborne Library Fund	546	Library	Common Investment	1/1/1909	651.93	521.45	0.00	0.007405%	19.32	(0.40)	0.00	0.00	0.00	0.00	521.05	671.25	89.67	0.007405%	0.76	(0.38)	0.00	90.05	611.10	761.30
Mary P. Lane Trust Fund	502	Poor/Indigent	Common Investment	1/1/1934	77,793.37	61,872.27	0.00	0.883573%	2,305.79	(47.03)	0.00	0.00	0.00	0.00	61,825.24	80,099.16	1,575.41	0.883573%	91.16	(45.35)	0.00	1,621.22	63,446.46	81,720.38
Mary R. Hall Charitable Fund	501	Poor/Indigent	Common Investment	1/1/1907	24,005.69	19,123.28	0.00	0.272655%	711.53	(14.52)	0.00	0.00	0.00	0.00	19,108.76	24,717.22	486.15	0.272655%	28.13	(14.00)	0.00	500.28	19,609.04	25,217.50
Mary R. Hall Library Fund	544	Library	Common Investment	1/1/1907	1,980.74	1,573.08	0.00	0.022497%	58.71	(1.20)	0.00	0.00	0.00	0.00	1,571.88	2,039.45	101.75	0.022497%	2.32	(1.15)	0.00	102.92	1,674.80	2,142.37
Maurice Alger Scholarship Fund	582	Scholarship	Common Investment	1/1/1970	234,788.88	188,476.72	0.00	2.666720%	6,959.12	(141.96)	0.00	0.00	0.00	0.00	188,334.76	241,748.00	9,658.51	2.666720%	275.11	(136.88)	0.00	9,796.74	198,131.50	251,544.74
Milan F. Jones Fund	512	Flower/Flag	Common Investment	1/1/1934	9,821.64	7,812.56	0.00	0.111554%	291.11	(5.94)	0.00	0.00	0.00	0.00	7,806.62	10,112.75	198.90	0.111554%	11.51	(5.73)	0.00	204.68	8,011.30	10,317.43
Miscellaneous Cemeteries	564	Cemetery Trust (Other)	Common Investment	1/1/1900	31,466.63	24,327.65	0.00	0.357396%	932.67	(19.02)	0.00	0.00	0.00	0.00	24,308.63	32,399.30	637.24	0.357396%	36.88	(18.34)	0.00	655.78</		

CITY OF KEENE, NH
REPORT OF THE TRUSTEES OF TRUST FUNDS
CAPITAL RESERVE (ACCOUNT NUMBER XXX4474)
FOR YEAR ENDING: 06/30/2020
AS OF: 05/31/2020

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	6,028.01	0.00	0.042574%	0.00	0.00	0.00	0.00	6,032.19	6,072.35	0.00	0.042574%	4.18	0.00	0.00	0.00	6,032.19
Bridge Capital Reserve	617	Maintenance and Repair	Common Investment	1/1/2002	763,505.71	0.00	5.392422%	0.00	0.00	0.00	0.00	764,035.01	769,121.85	0.00	5.392422%	529.30	0.00	0.00	0.00	764,035.01
City Hall Parking Deck Capital Reserve	615	Maintenance and Repair	Common Investment	1/1/1999	163,691.00	0.00	1.156103%	0.00	0.00	0.00	0.00	163,804.48	164,895.07	0.00	1.156103%	113.48	0.00	0.00	0.00	163,804.48
Downtown Infrastructure and Facility Capital Reserve	619	Economic Development	Common Investment	1/1/2008	1,453,483.25	0.00	10.265537%	0.00	0.00	0.00	0.00	1,454,490.88	1,464,174.67	0.00	10.265537%	1,007.63	0.00	0.00	0.00	1,454,490.88
Fleet Equipment Capital Reserve	612	Maintenance and Repair	Common Investment	1/1/1998	658,916.14	0.00	4.653736%	0.00	0.00	0.00	0.00	659,372.93	663,762.94	0.00	4.653736%	456.79	0.00	0.00	0.00	659,372.93
Fire Equipment Capital Reserve	600	Police/Fire	Common Investment	1/1/1968	567,709.53	0.00	4.009570%	0.00	0.00	0.00	0.00	568,103.09	571,885.44	0.00	4.009570%	393.56	0.00	0.00	0.00	568,103.09
Hazardous Waste Site Capital Reserve	605	Environmental Purposes	Common Investment	1/1/1988	50,438.71	0.00	0.356234%	0.00	0.00	0.00	0.00	50,473.68	50,809.73	0.00	0.356234%	34.97	0.00	0.00	0.00	50,473.68
Intersection Improvements Capital Reserve	603	Economic Development	Common Investment	1/1/1986	1,985.17	0.00	0.014021%	0.00	0.00	0.00	0.00	1,986.55	1,999.78	0.00	0.014021%	1.38	0.00	0.00	0.00	1,986.55
Landfill Closure Capital Reserve	601	Environmental Purposes	Common Investment	1/1/1980	22,012.62	0.00	0.155469%	0.00	0.00	0.00	0.00	22,027.88	22,174.54	0.00	0.155469%	15.26	0.00	0.00	0.00	22,027.88
Martel Court Pumping Station Capital Reserve	607	Maintenance and Repair	Common Investment	1/1/1992	738,115.31	0.00	5.213097%	0.00	0.00	0.00	0.00	738,627.01	743,544.68	0.00	5.213097%	511.70	0.00	0.00	0.00	738,627.01
Sewer Infrastructure Capital Reserve	613	Maintenance and Repair	Common Investment	1/1/1998	3,323,058.18	0.00	23.469810%	0.00	0.00	0.00	0.00	3,325,361.88	3,347,501.67	0.00	23.469810%	2,303.70	0.00	0.00	0.00	3,325,361.88
Transfer/Recycling Center Capital Reserve	610	Maintenance and Repair	Common Investment	1/1/1998	232,229.40	0.00	1.640170%	0.00	0.00	0.00	0.00	232,390.39	233,937.61	0.00	1.640170%	160.99	0.00	0.00	0.00	232,390.39
Transportation Improvements Capital Reserve	620	Maintenance and Repair	Common Investment	1/1/2015	327,345.93	0.00	2.311951%	0.00	0.00	0.00	0.00	327,572.86	329,753.79	0.00	2.311951%	226.93	0.00	0.00	0.00	327,572.86
Wastewater Treatment Plant Capital Reserve	608	Maintenance and Repair	Common Investment	1/1/1992	2,000,113.11	0.00	14.126227%	0.00	0.00	0.00	0.00	2,001,499.69	2,014,825.39	0.00	14.126227%	1,386.58	0.00	0.00	0.00	2,001,499.69
Water Infrastructure Capital Reserve	614	Maintenance and Repair	Common Investment	1/1/1998	3,222,428.40	0.00	22.759089%	0.00	0.00	0.00	0.00	3,224,662.35	3,246,131.69	0.00	22.759089%	2,233.95	0.00	0.00	0.00	3,224,662.35
Water Treatment Facility Capital Reserve	609	Maintenance and Repair	Common Investment	1/1/1993	393,017.42	0.00	2.775770%	0.00	0.00	0.00	0.00	393,289.88	395,908.35	0.00	2.775770%	272.46	0.00	0.00	0.00	393,289.88
Wells Street Parking Facility Capital Reserve	616	Maintenance and Repair	Common Investment	1/1/1999	234,785.06		1.658220%	0.00	0.00	0.00	0.00	234,947.82	236,512.07	0.00	1.658220%	162.76	0.00	0.00	0.00	234,947.82
TOTALS					14,158,862.95	0.00	100.000000%	0.00	0.00	0.00	0.00	14,168,678.57	14,263,011.62	0.00	100.000000%	9,815.62	0.00	0.00	0.00	14,168,678.57

CITY OF KEENE, NH
REPORT OF THE TRUSTEES OF TRUST FUNDS
LIBRARY RENOVATION TRUST FUND (ESCROW ACCOUNT NUMBER TR001 XXX9955)
FOR YEAR ENDING: 06/30/2020
AS OF: 05/31/2020

					PRINCIPAL								INCOME							TOTAL COST PRINCIPAL & INCOME
FUND NAME	Fund #	PURPOSE	HOW INVESTED	DATE OF CREATION	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	4,851.61	1,500.00	100.000000%	0.00	0.00	0.00	0.00	6,351.61	6,351.61	566.57	100.000000%	23.29	0.00	0.00	589.86	6,941.47
TOTALS					4,851.61	1,500.00	100.000000%	0.00	0.00	0.00	0.00	6,351.61	6,351.61	566.57	100.000000%	23.29	0.00	0.00	589.86	6,941.47