



**Trustees of Trust Funds  
AGENDA**

City Hall 2<sup>nd</sup> Floor Conference Room  
July 22, 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](https://webex.com) and select Join

Meeting number (access code): 132 374 3692

Meeting password: Trust33s (87878337 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 June 2020 minutes
2. Periodic Review of Trusts and Capital Reserves – Cambridge Trust
3. Common Trust Fund
  - a. Approval of Receipts
    - i. Cemetery Lot Sales through June 30, 2020
      - #565 Cemetery Trust Fund A – Perpetual Care of Cemeteries = \$6,162.50
      - #568 Cemetery Trust Fund B – Cemetery Capital Reserve=\$6,162.50
    - ii. #527 Keene Downtown Memorial Tree Fund = \$85.00
      - In Memorial of James P. Finnegan
        - Francis and William Hosman-\$50.00
        - NL Turgeon-\$35.00
  - b. Approval of Disbursements
    - i. #529 Ashuelot River Park Trust = \$7,750.00
      - 2020 ARP Budget; Trustees 2/19/20
      - Reimburse City of Keene (AGM Landscaping; Conway School of Landscape)
    - ii. #527 Keene Downtown Memorial Tree Fund = \$5,031.82
      - Reimburse City of Keene (Northern Nurseries)
    - iii. #581 Frank Wright Scholarship = \$20,000.00
      - Owen Fauth – year 2
      - Fall tuition – Vassar College
    - iv. #582 Maurice Alger Scholarship = \$7,000.00
      - Anessa Murphy
      - Fall tuition – Seattle University
4. Capital Reserve Portfolio
  - a. Approval of Receipts
    - i. #620 Transportation Improvement
      - Receipts through June 30, 2020 = \$9,955.00
  - b. Approval of Disbursements
    - i. #610 Transfer/Recycling Center = \$23,403.20
    - ii. #612 Fleet Equipment = \$39,110.01
    - iii. #613 Sewer Infrastructure = \$391,573.06
    - iv. #614 Water Infrastructure = \$477,017.58

5. Library Renovation Trust Fund
  - a. Acceptance of Donations = none
  - b. Approval of Disbursements = none
6. Distribution of MS9's for period ending June 30, 2020
  - a. Common Trust Funds – \$9,914,570.99
  - b. Capital Reserve Funds – \$14,012,548.43
  - c. Library Renovation Trust Fund – \$6,946.64
7. Other
8. Updates/Future Items
  - a. August 19, 2020 – Approval and signing of annual MS9s and MS10s for the year ending June 30, 2020

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

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

**Wednesday, June 17, 2020 9:30 AM City Hall-2<sup>nd</sup> Floor Conference Room**

**Members Present:**

Sue Silver, Chair  
Michael Forrest (joined at 9:40 AM)  
Marilyn Gemmell  
Katherine Snow

**Staff Present:**

Karen Gray, Senior Staff Accountant

**Absent:**

Jennie Newcombe, Vice Chair

**Other:**

Chair Silver called the meeting to order at 9:30 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, Susan Silver present and Katherine Snow present. Trustees Michael Forrest joined the on-line meeting at 9:40 AM. Jennie Newcombe was absent from the on-line meeting.

**Approval of Minutes**

Ms. Snow made a motion to approve the minutes of the April 2020 meeting as presented, Ms. Gemmell seconded. The motion passed on a roll call vote with 3 Trustees present and voting in favor. Trustee Forrest and Trustee Newcombe were absent for this vote.

**COMMON TRUST FUNDS**

**RECEIPTS**

None

**DISBURSEMENTS**

**#529 Ashuelot River Park Trust**

Ms. Gray presented a disbursement in the amount of \$5,673.49 to reimburse the City for expenses paid to AGM Landscaping, Fred Hamblet and FA Bartlett. These items were pre-approved by the Trustees as part of the 2020 ARP budget at the February 19, 2020 meeting.

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

#### **#547 Clara B. Abbott Library Trust**

Ms. Gray presented a disbursement in the amount of \$600.00 to reimburse the City for expenses paid to the NH State Library. This item was approved by Martine Fiske, Library Director.

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

#### **OTHER**

#### **#582 Maurice Alger Scholarship Fund**

Ms. Gray presented an email from Lisa Murphy, the mother of Anessa Murphy who is the recipient of the Maurice Alger Scholarship. Ms. Murphy was looking for information on how the funds could be utilized. Specifically she wanted to know if funds could be used only for tuition or if it could be used to cover miscellaneous expenditures such as supplies, books, computer, etc.

The Trustees reviewed the terms of the Maurice Alger Scholarship and it is very specific that it can only be used "to provide tuition for one year for some worthy student at Keene High School, to attend some college in good standing."

After discussion, the Trustees requested that Ms. Gray provide this information to Ms. Murphy with the hope that other funds received by Anessa could be used for the miscellaneous needs and that the Trustees would be sending the funds directly to Anessa's student account at Seattle University for payment of tuition.

#### **CAPITAL RESERVES**

#### **ESTABLISHMENT OF NEW CAPITAL RESERVES**

On May 21, 2020, the Keene City Council authorized the establishment of four (4) new capital reserves. The capital reserves were established under RSA 34 and will be in the custody of the Trustees of Trust Funds and managed in accordance with the Capital Reserve Investment Policy.

#621 Road and Sidewalk Infrastructure Capital Reserve

#622 Emergency Communication Capital Reserve

#623 Reappraisal Capital Reserve

#624 Information Technology Systems and Infrastructure Capital Reserve

Ms. Gray will forward the establishing resolutions to Cambridge Trust Company to be setup in the reporting for the existing capital reserves.

#### **RECEIPTS**

#### **#620 Transportation Improvement Fund**

Mrs. Gray presented the Transportation Improvement receipts of \$40,620.75 for the period ending May 31, 2020. Mrs. Gray reminded the Trustees that this is from the \$5.00 surcharge on vehicle registrations.

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

#### **#621 Road and Sidewalk Infrastructure Capital Reserve**

Mrs. Gray reviewed City Council Resolution R-2020-15 that authorized the transfer of \$391,627.32 into the newly established Road and Sidewalk Infrastructure Capital Reserve.

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

## **DISBURSEMENTS**

Mrs. Gray presented disbursements totaling \$592,160.77 noting that the funds are reimbursing the City of Keene.

- #608 Wastewater Treatment Plan = \$9,326.02
- #610 Transfer/Recycling Center = \$65,324.79
- #612 Fleet Equipment = \$50,195.00
- #613 Sewer Infrastructure = \$185,326.02
- #614 Water Infrastructure = \$281,988.94

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

## **LIBRARY RENOVATION TRUST**

### **RECEIPTS**

None

### **DISBURSEMENTS**

None

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

Ms. Gray informed the Trustees that the new Cambridge Trust account documents had been reviewed by City Attorney Mullins and are ready to be executed by the Trustees. She asked the Trustees to contact her to make arrangements for signing the documents. Ms. Gray explained that there is a “clean” area setup in the lobby of City Hall and that she would meet each of the Trustees individually at a time that was convenient for them.

Ms. Gray also requested that the Trustees return all of the RFP backup documentation and she would return it to the Purchasing Department for consolidation and record retention.

### **Distribution of MS9's for period ending May 31, 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.

### **Updates/Future Items**

#### **Future Meeting Status**

The Trustees questioned the continuation of on-line meetings or the possibility of return to in-person meetings. Ms. Gray informed the Trustees that the City is discussing this issue and that she would provide direction as soon as it becomes available but to plan on the July meeting to be electronic.

The meeting adjourned at 10:00 a.m.

Respectfully submitted,  
Karen P. Gray

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

**Date:** 7/22/2020  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** Deposit to Principal

Trust #	Title of Trust	Purpose	Amount
565	Monadnock View Cemetery A	1/2 Cemetery Lot Sales (Jan 2020 - June 2020)	6,162.50
568	Monadnock View Cemetery B	1/2 Cemetery Lot Sales (Jan 2020 - June 2020)	6,162.50
<b>Total Deposit Request</b>			<b>12,325.00</b>

**Amount of Deposit:** \$12,325.00

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

**Payable To:** Trustees of Trust Funds  
c/o Cambridge Trust Company  
Attn: Judith Noel  
1000 Elm Street, Suite 201  
Manchester, NH 03101

**Approved By Trustees:**

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 7/22/20.

\_\_\_\_\_  
Susan Silver, Chairman

\_\_\_\_\_  
7/22/2020

ORDINANCE



# CITY OF KEENE

O-85-11A

In the Year of Our Lord One Thousand Nine Hundred ~~xxx~~ Eighty-Five.....

AN ORDINANCE RELATING TO CEMETERY TRUSTEES, TRUST FUNDS, CAPITAL  
RESERVES AND FEES

## *Be it ordained by the City Council of the City of Keene, as follows:*

I. That the City Ordinances of the City of Keene, New Hampshire, as amended, be and hereby are further amended by deleting in Chapter 3, entitled "Boards", section 7, entitled "Trustees of Trust Funds", the following:

Title, subsection A, entitled "Membership", and subsection B, entitled "Terms", and inserting in place thereof the following new title, subsection A and subsection B, to read as follows:

### "SECTION 7. TRUSTEES OF TRUST FUNDS AND CEMETERY TRUSTEES

A. MEMBERSHIP. The Trustees of Trust Funds and Cemetery Trustees shall be a City Board consisting of three members.

B. At the second regular City Council meeting in January of each year, the Mayor shall nominate one or more qualified persons to membership on the Board, one of whom shall be elected by majority vote of a quorum of the City Council at its next regular meeting after the nominations. In the event that no nominee is elected as set forth above, the Mayor shall nominate additional qualified persons to membership on the Board at each succeeding regular City Council meeting until one is elected as aforesaid.

and further amending said section 7 by adding thereto a new subsection 18, to read as follows:

"18. Be the Cemetery Trustees of the City of Keene and shall perform all duties incumbent upon that office by law."

II. That the City Ordinances of the City of Keene, New Hampshire, as amended, be and hereby are further amended by striking out in Chapter 7, entitled "ADMINISTRATIVE DEPARTMENTS", section 8, entitled "Parks, Recreation and Cemetery Department", subsection 2, entitled "Cemeteries", subsection C. thereof, entitled "Price of Lots", as inserted by Ordinance O-83-50, and inserting in place of said subsection C. the following new subsection C. to read as follows:

C. PRICE OF LOTS AND CEMETERY FUNDS. All funds raised and appropriated by the City for the care and maintenance of cemeteries shall be held by and expended under the direction of the Cemetery Trustees after receiving the recommendations of the Director of Parks, Recreation and Cemeteries, and soliciting any advice from him that the Cemetery Trustees may desire. It shall be their duty to supervise all public cemeteries to the end that said funds may be so expended as best to serve the purposes for which they are raised and appropriated.

Ordinance 0-85-11A - Relating to Cemetery Trustees, Trust Funds, Capital Reserves and Fees

Page Two

There are hereby created two City trust funds to be funded as hereinafter described to be held by the Cemetery Trustees with their principal and the income thereon expended under the direction of the Cemetery Trustees, with the recommendations and advice of the Director of Parks, Recreation and Cemeteries, as best to serve their purposes as herein described.

565  
A  
CEMETERY TRUST FUND A - PERPETUAL CARE OF CEMETERIES. Fifty percent (50%) of the funds derived from the sale of the lots in those sections of the public cemeteries designated for perpetual care shall be retained separately from other funds in an account designated Cemetery Fund A. Said percentage paid shall be considered as full payment by the lot purchaser for care of the lot by the City in perpetuity. The Finance Department shall annually make a report of the condition of Cemetery Fund A to the City Council and to the Cemetery Trustees and shall request that the Council, by resolution, appropriate the balance of Cemetery Fund A to Cemetery Trust Fund A - Perpetual Care of Cemeteries, or make such other disposition as the Cemetery Trustees may request. ~~The income of said Cemetery Trust Fund A - Perpetual Care of Cemeteries, may be expended by the Cemetery Trustees for the care and maintenance of cemeteries on an annual or such other basis as the Cemetery Trustees shall deem appropriate.~~ The Cemetery Trustees shall call upon the Director of Parks, Recreation and Cemeteries for his recommendations from time to time and may solicit his advice as they may find helpful in carrying out their duties hereunder.

568  
B  
CEMETERY TRUST FUND B - CEMETERY CAPITAL RESERVE. All sums received from the sale of lots except that part credited into Cemetery Fund A shall be credited into Fund B. The Finance Department shall annually make a report of the condition of Cemetery Fund B to the City Council and the Cemetery Trustees and shall request that the Council, by resolution, appropriate the balance of Fund B to Trust Fund B - Cemetery Capital Reserve, or make such other disposition as the Cemetery Trustees may request. ~~The purpose of Trust Fund B shall be as a capital reserve fund to be utilized by the Cemetery Trustees from time to time for capital improvements to and enlargements of the public cemeteries of the City. The Cemetery Trustees may expend the principal and income in Trust Fund B - Cemetery Capital Reserve, from time to time in order to effect the purposes for which the fund was established.~~ The Cemetery Trustees shall call upon the Director of Parks, Recreation and Cemeteries for his recommendations from time to time and may solicit his advice as they may find helpful in carrying out their duties hereunder.





**CITY OF KEENE**  
KEENE, NEW HAMPSHIRE

**Mascoma**  
Savings Bank  
54-7021/2117

164652

CHECK DATE  
07/09/20

CHECK NO.  
164652

AMOUNT \$\*\*\*\*12,325.00\*

THIS CHECK VOID 60 DAYS FROM DATE

**PAY THE SUM OF \*\*\*\*\*12325\* DOLLARS AND \*NO\* CENTS**

TO THE TRUSTEES OF TRUST FUNDS  
ORDER  
OF

*Meredith Howe*  
TREASURER

MP

⑈164652⑈ ⑆211770213⑆ 931158596⑈

CITY OF KEENE, NH

VENDOR NO. 18700

CHECK NO. 164652

ACCOUNT	PURCH. ORDER	INVOICE NUMBER	AMOUNT	DESCRIPTION
01 21301		1/1-6/30/20	12,325.00	PAID LOT SALES

18700 TRUSTEES OF TRUST FUNDS

June 30, 2020

List of plot sales billed out for but not fully paid

William Stevens \$800.00

Ross Williams \$314.00

Mary Gagne \$400.00

Patricia Savageau- Cook \$1600.00

Elizabeth Laroche \$400.00

Debby Sherwin \$300.00

Catherine Blair \$400.00

Joseph Clifford \$500.00

Robert Kerbaugh \$1500.00

Total \$ 6214.00

Balance in 01-21301 \$18539.00

Check Request \$12325.00

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

**Date:** 7/22/2020  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** Deposit to Principal

Trust #	Title of Trust	Purpose	Amount
527	Keene Downtown Memorial	In Memoriarium of James Finnegan	85.00
	Tree Fund		
		-Francis & William Hosman = \$50.00	
		-NL Turgeon = \$35.00	
Total Deposit Request			85.00

**Amount of Deposit:** \$85.00

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

**Payable To:** Trustees of Trust Funds  
c/o Cambridge Trust Company  
Attn: Judith Noel  
1000 Elm Street, Suite 201  
Manchester, NH 03101

**Approved By Trustees:**

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 7/22/20.

\_\_\_\_\_  
Susan Silver, Chairman

\_\_\_\_\_  
7/22/2020

FOP 6/11/20



City of Keene, N.H.  
Transmittal Form

June 5, 2020

**TO:** Finance, Organization and Personnel Committee

**FROM:** Kurt D. Blomquist, PE, Public Works Director/Emergency Management Director

**THROUGH:** Elizabeth A. Dragon, City Manager

**ITEM:** 2.

**SUBJECT:** Acceptance of Donations - Keene Downtown Memorial Tree Fund - James P. Finnegan - Public Works/Emergency Management Director

**RECOMMENDATION:**

Move that the Finance, Organization and Personnel Committee recommend that the City Manager be authorized to do all things necessary to accept with gratitude, donations made in memorial of James P. Finnegan to the Keene Downtown Memorial Tree Fund.

**BACKGROUND:**

The Keene Downtown Memorial Tree Fund was created during the 1988 reconstruction of the downtown. The purpose of the fund was for the purchase, maintenance, and replacement of certain shade trees located in the downtown.

Mr. James P. Finnegan recently passed. Mr. Finnegan was a long time resident of the area and very active in the community. He actively participated community projects through a number of local organizations, Keene Elk Lodge 927, VFW Auxiliary Post 3968, Winchester, New Hampshire, Sons of the American Legion Keene Post #4, Keene, New Hampshire, and the Fraternal Order of Eagles - Aerie 1413, Keene New Hampshire. His family requested that in lieu of flowers contribution in Mr. Finnegan name be made to the Keene Downtown Memorial Tree Fund. The Public works Department has received several donations to date. Donations that have been received in memorial are as follows.

Francis and William Hosman	\$50.00
N L Turgeon	\$35.00

It is recommended that these donations be gratefully accepted, that the City Manager be authorized to accept, and executive any future donations made in memorial for Mr. James P. Finnegan.



## James P. "Jim" Finnegan

May 2, 1935 - April 25, 2020

Keene - James P. "Jim" Finnegan, 84, of Keene, N.H., passed away on April 25, 2020, with family by his side following a period of declining health.

He was born on May 2, 1935, in Danvers, Mass., the son of the late P. Francis "Frank" and Theresa L. (Cohane) Finnegan. He attended Danvers area schools and graduated from Holten (Danvers) High School with the class of 1953.

Jim studied accounting at Bentley College and appreciated the simplicity of "credits must equal debits." He spent much of his career and retired from AC Lawrence Leather Company in Peabody, Mass., and Winchester, N.H., as Plant Controller. He was an active member of the Keene Elks Lodge #927, Ancient Order of Hibernians (Div 11) of Peabody, MA, VFW Auxiliary Post #3968, Sons of the American Legion, Keene Post, and the Fraternal Order of the Eagle #1413 of Keene, N.H.

Jim was an avid cribbage and card player. He had a wonderful sense of humor and always had a new joke to share. He was a skilled woodworker and liked crafting small projects-especially birdhouses. He enjoyed his rural setting and tending to yard work. Jim will be remembered for being a giving man and for his constant willingness to lend a hand to anyone in need.

Jim will be dearly missed by his wife: Evelyn "Eb" (Weeks) Finnegan of Keene, N.H.; children: Maura Donohue and her husband Mick of Ocean Grove, Victoria, Australia, and Timothy Finnegan and his partner KimMarie Cole of Fredonia, N.Y.; step-son: David "Willie" Wilsmann and his wife Susan of Union Grove, Wisc.; grandchildren, Ronan Donohue and Kinnan Finnegan, Harriet Finnegan of Peabody, Mass.; first wife and mother of his children, Joan Morose; and well as several nieces, nephews, and extended family members, as well as many dear friends.

He was predeceased by his siblings, Marie Searles of Hamilton, Mass., Louise Finnegan of Danvers, Mass., Richard Finnegan of Peabody, Mass., and Francis Finnegan of Danvers, Mass.

A celebration of Jim's life will be announced at a later date and burial will be held in the family plot at St. Mary's Cemetery in Danvers, Mass.

In lieu of flowers, memorial contributions (check only) in James P. Finnegan's name are requested to be made via mail to the Downtown Tree Fund, Keene Public Works, Dept. 350, Marlboro St., Keene, NH 03431.

Fletcher Funeral Home of Keene, N.H., has been entrusted with the arrangements. To express condolences or share a memory of Jim, please visit [www.FletcherFuneralHome.com](http://www.FletcherFuneralHome.com).

**To plant a tree in memory of James P. "Jim" Finnegan, please visit Tribute Store.**

Downtown Tree Fund,  
Keene Public Works Dept.

In Memory of James P. Finnegan

Frank "Hoss" Hosmer

6 Border St.

Salem, MA 01970

P.S. Please notify his wife Evelyn Finnegan  
67 Robbins Road  
Keene, N.H.

City of Keene Trustees of Trust Funds (TTF)								
Approved Trustee Trust Fund Expenditures (as of July 22, 2020)								
		Status	Trustee Approved Date	Approved Amount	Actual Expense	Trustee Reimb Date	Unused Funds	Balance Remaining
<b>527</b>	<b>Keene Downtown Memorial Tree Fund</b>							
90320-20	Emeral Ash Borer (MSFI 6/10/20; CC 6/18/20)	In Process						
	Northern Nursery			5,031.82		07/22/20		
<b>568</b>	<b>Monadnock View B</b>							
90270-A	Monadnock Entrance	Complete	12/15/2010	41,050.00	(27,490.31)	N/A	13,559.69	0.00
90270-B	West Cemetery Fence-Bradford Rd	Complete	12/17/2014	32,136.50	(24,681.00)	N/A	7,455.50	0.00
90270-M	Cemetery Mapping Intern	Complete	1/21/2015	1,700.00	(1,551.58)	N/A	148.42	0.00
90270-16	<del>Signs for Woodland and NED Cemetery</del>	<del>Cancelled</del>	<del>2/17/2016</del>	<del>3,806.00</del>	<del>0.00</del>		<del>0.00</del>	<del>0.00</del>
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
<b>529</b>	<b>Ashuelot River Park</b>							
	Budget for 2013	Complete		9,530.00	(9,276.95)	N/A	253.05	0.00
90272-14	Budget for 2014	Complete	2/19/2014	7,900.00	(6,160.00)	N/A	1,740.00	0.00
90272-15	Budget for 2015	Complete	1/1/2015	1,650.00	(257.60)	N/A	1,392.40	0.00
	Reallocate Budget for Park Trail expansion	Complete	10/21/2015	1,250.00	(393.23)	N/A	856.77	0.00
	M Johnson	Complete		5,000.00	(5,000.00)	N/A	0.00	0.00
90272-16	Budget for 2016	Complete	1/20/2016	7,900.00	(7,285.58)	3/16 - 2/17	614.42	0.00
90272-17	Budget for 2017	Complete	3/15/2017	13,175.00	(12,285.00)	6/17 - 12/17	890.00	0.00
90272-18	Budget for 2018	Complete	2/21/2018; 4/18/2018	16,670.00	(11,670.00)	6/18 - 1/19	5,000.00	0.00
90272-19	Budget for 2019	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				
	<b>Expend remaining funds from ARP Memorial Trust (approx \$5,813) - balance of Conway School will come from Ashuelot River Park</b>							
	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	

	Conway School of Landscape				(5,000.00)	07/22/20	12,326.51	
	AGM Landscaping (mulch)				(2,750.00)	07/22/20	9,576.51	9,576.51
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				
	<b>Expend up to \$40,000 from ARP Memorial Trust - if insufficient funds the balance will come from the ARP Trust</b>							
	<b>6/19/19 additional \$1,400 for LED lights</b>							
	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				
	<b>Expend remaining funds from ARP Memorial Trust (approx \$5,813) - balance of Conway School will come from Ashuelot River Park</b>							
	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
CambTr	June 2020 - Anessa Murphy - Seattle University	Complete	2/19/2020	7,000.00	(7,000.00)	07/22/20	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
	<b>\$80,000 (\$20,000 per year x 4 years)</b>	<b>3/18/2015</b>						
	2015-16 School Year - Tia Auger - year 1	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
	2016-17 School Year - Tia Auger - year 2	Complete		20,000.00	(17,311.94)		0.00	0.00
	2017-18 School Year - Tia Auger - year 3	Complete		20,000.00	(13,630.92)		0.00	0.00
	2018-19 School Year - Tia Auger -gap year	N/A		0.00				
	2019-20 School Year - Tia Auger - year 4	Complete		20,000.00	(8,919.46)	11/20/19	0.00	0.00
	<b>\$80,000 (\$20,000 per year x 4 years)</b>	<b>2/20/2019</b>						
CambTr	2019-20 School Year - Owen Fauth - Vassar - year 1	Complete	2/20/2019	20,000.00	(20,000.00)	07/17/19	60,000.00	
	2020-21 School Year - Owen Fauth -Vassar- year 2			20,000.00	(20,000.00)	07/20/20	40,000.00	40,000.00
	2021-22 School Year - Owen Fauth - year 3			20,000.00				
	2022-23 School Year - Owen Fauth - year 4			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:** 7/22/2020  
**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	2020 Budget - reimbursment to City	7,750.00
		Conway School = \$5,000.00	
		AGM Landscaping = \$2,750.00	
		Trustees approved 2/19/20 - project 90272-20	
Total Withdrawal Request			7,750.00

**Amount of  
Withdrawal:** \$7,750.00

**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 7/22/20.

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

**Date:** 7/22/2020  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** Disbursement Request from Income

Trust #	Title of Trust	Purpose	Amount
527	Keene Downtown	Reimbursements to the City	5,031.82
	Memorial Tree Fund	90320-20 Emerald Ash Borer	
		Northern Nurseries	
		City Council - 6/18/20	
Total Withdrawal Request			5,031.82

**Amount of  
Withdrawal:** \$5,031.82

**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 7/22/20.

Susan Silver, Chairman

7/22/2020

**CITY OF KEENE TRUSTEES OF THE TRUST FUNDS AND CEMETERY TRUSTS**  
**Trust Fund Overview**  
**(updated 4/18/18)**

Inception Date	Trust #	Type of Trust	Name of Trust	Original Amount	Trust Purpose	Current Practice	Trustee Review and Recommendation	City Attorney / Cy Pres	Review Date
1987	527	Tree Maint	Keene Downtown Memorial Tree Fund	\$34,989	<p>City of Keene Ordinance # O-86-48A and O-89-9-A. Principal shall be applied to the purchase and installation of good size ornamental or shade trees in a number and of a type, size and approved by the City of Keene. Any and all earnings shall be expended for the maintenance of trees on an annual basis. Said trees shall be installed in the downtown area of the City, to wit: <b>AREA #1</b> within or along the City right of way commencement at Railroad Street and Gilbo Avenue in the South and running northerly to include Central Square in its entirety and the commencement of Washington, Court, Winter, West, and Roxbury Streets.</p>	<p>Income is transferred to the City to the extent of expenses incurred in cost center 02020 / 62498 Downtown Memorial Trees. In the event that earnings exceed the maintenance costs for that year, the excess earnings shall be combined with the principal and treated as principal thereafter.</p>	<p>The Trustees agreed current practice complies with the terms of the Trust. In addition, the Trustees would like the City Attorney to review the Trust for possibility of flexibility to expand the locations. With expansion of the locations, the Trust could be better utilized.</p>		11/16/2016
					<p>In the event of excess principal then the Trustees may expend such excess principal for installation or replacement of similar trees in the following area: <b>AREA #2</b> within or along the City right of way commencing at Railroad Street and Gilbo Avenue in the North and running southerly to the vicinity of Emerald Street and Eagle Court. If there is still excess principal after installation in the first two areas, then the Trustees may expend such excess principal for the purchase, installation or replacement of similar trees in <b>AREA #3</b> other downtown areas of the City of Keene to be determined by the Trustees upon the recommendation of the City of Keene provided sufficient principal is retained for the annual maintenance of trees in Area 1 and 2.</p>				

CC 6/18/20



City of Keene, N.H.  
*Transmittal Form*

June 10, 2020

**TO:** Mayor and Keene City Council

**FROM:** Municipal Services, Facilities and Infrastructure Committee

**ITEM:** D.1.

**SUBJECT:** Emerald Ash Borer – Main Street Tree Removal – Public Works Director/Emergency Management Director

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**COUNCIL ACTION:**

In City Council June 18, 2020.  
Report filed as informational.

**RECOMMENDATION:**

On a vote of 4-0, the Municipal Services, Facilities & Infrastructure Committee accepted this communication as informational.

**BACKGROUND:**

Chair Manwaring welcomed Kürt Blomquist, the Public Works Director & Emergency Management Director, who shared information about the emerald ash borer, which is an invasive insect species that kills all 16 species of ash trees. Otherwise known as the “green menace,” the emerald ash borer is believed to have come to North America from Asia via hardwood pallets. It was first discovered in the US in Detroit in 2002 and in New Hampshire in 2013. The emerald ash borer has two life stages, the flying emerald green insect that bores and lays eggs in ash trees and then the subsequent more destructive larvae, which hatch under the bark and attack the tree’s innards, disrupting the flow of nutrients and water through the tree. Once infested, it takes two or three years for the ash tree to perish, during which time damage to branches becomes evident. By 2020, 106 communities in NH have confirmed infestations, including Rindge, Sullivan, Swanzey, and Keene in Cheshire County.

The Public Works Director said that he forwarded a memo to City Council on May 1 informing them of ash tree infestations discovered on Main Street. He explained that the State has had small purple triangle emerald ash borer traps in Keene trees for five to eight years trying to capture the insects and monitor local conditions. A forester was traveling through the area this spring who confirmed infestation of a tree near Margaritas and recommended evaluating the remaining downtown ash trees. As a result, the City hired an arborist to assess the 39 downtown ash trees, of which 20 were identified as infested and 17 need to be removed. There is no cure once a tree is infected. The Public Works Director showed photos of trees to demonstrate the tree conditions and locations downtown; for example, the leaves should be out fully right now and many have no leaves, having perished this past winter. Most of the 17 trees are in the Main Street median between Emerald Street and Central Square.

The Public Works Director said that this presentation was to inform the Committee of the need to remove the 17 trees. He explained that the borer transitions from larvae to insect in mid-late June and so the plan is to

remove the trees before the adult insects emerge and can infect more trees. Mr. Blomquist stated the plan for the remaining trees is to treat them with chemicals at a preliminary cost of about \$5,000. The chemical treatment will protect the remaining trees that are unaffected, while also extending the life of the two that appear to have some infection by controlling how quickly the infection progresses. When the Main Street medians were established in 1988, the goal was a uniform appearance, and the vulnerability of single species plantings was unknown. Therefore, the Highway Superintendent recommended replacing the trees removed in the Main Street median with a mix of red maples and honey locusts to prevent an issue of single-species vulnerability to death that resulted in the current situation. The current ash trees downtown are much larger than those species that will replace them; smaller species are needed to fit well in the medians. The new species will reach 10 to 12 feet high. Work on the 17 trees is planned in-house because City equipment can accommodate the smaller trees. Only 11 trees will replace the 17 to be removed because the grassy medians are restricted by five-foot widths. The Public Works Director said that the plantings would take time and the highway crew had already begun preliminary excavation work to understand what is in the ground there, like roots that will cause significant preparation work. He recognized that this was not good news but said that the longer the trees remain in place, the greater chance of spreading the infestation further through the community. Next, the Public Works Department must begin assessing the degree of ash tree infestation throughout City forests. He welcomed questions on this informational presentation.

Chair Manwaring asked whether the public could access information about the emerald ash borer on the Public Works Department website. The Public Works Director said that information would be added soon. He noted that part of planning is to keep public awareness of this invasive species high to help with the City and NH Forest office tracking efforts. He said that older members of the community would recall when the Dutch elm disease similarly caused elm trees to be replaced with ash varieties in the 1960s.

Councilor Filiault asked if the emerald ash borer had any chance of invading other related tree species. The Public Works Director said that the borer could only infect the 16 varieties of ash tree species, which are pervasive throughout Keene, and so it would be a challenge to locate large areas of concern and plan to replace them over the next decade. He said that communities in the Midwest like in Minnesota are already dealing with this problem and are paying more than \$1 million annually to treat the disease and replace trees.

Councilor Williams referred to the Dutch elm disease stating that the ash trees are not the first large-scale death of street trees. Since that time, he noted that there was an effort to breed disease-resistant elms and he asked if there was a way to procure those for replacing the ash trees. The Public Works Director said he was quite familiar with the Dutch elm disease-resistant liberty elm tree, saying that he installed many throughout City projects. He said that the Dutch elm disease strike trees at 10-15 years-old, which is the age that the liberty elms are reaching, and it would become clear whether they are truly disease-resistant. He said that many liberty elms could be seen at Winchester and lower Main Streets as well as the roundabout at Winchester Street and RT-101. Unfortunately, the Public Works Director said that the five-foot medians are too restrictive for the large liberty elms and the trees are not salt tolerant. He said there is a science to selecting street trees. He thinks the red maples and honey locusts will reach a 20 to 30 foot canopy width, and the honey locusts will flower. He hopes one day to bring elms back to Main Street again as Councilor Williams suggested, as this is the Elm City. Councilor Williams applauded the choice of red maples and honey locusts because they are native species that will benefit native pollinators. The Councilor asked about the hemlock woolly adelgid, which attacks hemlocks after a mild winter such as the one we just had. The Public Works Director was aware of the invasive species but said that at this time, the City does not have a significant budget for proactive tree management and it is usually not until a tree poses an unhealthy public hazard and requires removal that management begins.

Chair Manwaring recognized Councilor Mitch Greenwald, who was calling alone from his home address. Councilor Greenwald said that he was there in 1988 when the ash trees were selected carefully to not be oversized and he said that the ash trees should also be replaced with trees sized modestly. The Councilor hoped that the City Manager and Finance Committee would consider the Downtown Tree Fund and he asked how much was available in that fund for this work. The Public Works Director said that the Downtown Tree Fund

has over \$100,000 in principal, but that only interest is accessed typically, but because the majority of these trees fall within the rules for Downtown Memorial Trees he thought the principal would be available and the intention is to use the Fund. The only possible action of which he was aware would be to have the Trustees of the Trust release the funds. Councilor Greenwald expressed his desire that the principal of the Downtown Tree Fund also be considered because planting trees was the intention. The Councilor also asked the City Manager how this tree replacement fits into the upcoming downtown rebuilding project, stating that many trees downtown need to be replaced in addition to sidewalks with overgrown tree roots. The City Manager said that any construction for the downtown project would not begin for many years still and so staff did not feel the Main Street medians could be left bare that long. Councilor Greenwald asked how many years before construction. The City Manager said that the budget is phased over many years. The Public Works Director said that construction is set to begin in three years, followed by three or four years of phased construction moving from Central Square toward Emerald Street. He agreed with the City Manager that downtown is known for trees and it did not seem prudent to leave the space completely bare. Councilor Greenwald said that staff should expect a letter from him about sidewalk and median replacements now that he knows it will be three to five years before this downtown work, but he agreed with the Public Works Director that downtown could not be left bare without trees for that long.

Vice Chair Giacomo made the following motion, which Councilor Filiault seconded.

On a vote of 4-0, the Municipal Services, Facilities & Infrastructure Committee accepted this communication as informational.



MSFI 6/10/20

City of Keene, N.H.  
*Transmittal Form*

June 9, 2020

**TO:** Municipal Services, Facilities and Infrastructure Committee

**FROM:** Kurt D. Blomquist, PE, Public Works Director/Emergency Management Director

**THROUGH:** Elizabeth A. Dragon, City Manager

**ITEM:** 3.

**SUBJECT:** Emerald Ash Borer - Main Street Tree Removal - Public Works Director/Emergency Management Director

**RECOMMENDATION:**

Accept as informational.

**BACKGROUND:**

I had forwarded to the Mayor and City Council informational memorandum dated May 1, 2020 concerning an Emerald Ash Borer infestation in the ash trees located in the downtown. Since then the Department contracted with an arborist to review the ash trees in the downtown area.

The arborist reviewed thirty-nine ash trees and determined that nineteen have Emerald Ash Borer infestation. Of the nineteen trees, seventeen have significant infestation and damage and he recommends that they be removed. Two of the affected trees are less damaged and maybe chemically treated. The remaining twenty (20) trees are not affected at this time and it is recommended that they begin receiving a chemical treatment to reduce the chances of a severe infestation.

It is planned that the Department will be moving forward with the removal of the seventeen trees before the larvae become adult beetles which typically occurs in the middle to late June time frame. The Department is reviewing tree species to determine what will be used to replace the infected trees. A plan is being developed to begin treating the remaining twenty uninfected trees.



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

**Date:** 7/22/2020  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** Disbursement Request from Income

Trust #	Title of Trust	Purpose	Amount
581	Frank Wright Trust	2019 Scholarship (year 2)	20,000.00
		Owen Fauth	
Total Withdrawal Request			20,000.00

**Amount of  
Withdrawal:** \$20,000.00

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

**Payable To:** Vassar College  
Box 8 - Financial Services  
124 Raymond Ave  
Poughkeepsie, NY 12604  
**Note: Please mail check to : City of Keene, Attn: Karen Gray**

**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 7/22/20.

\_\_\_\_\_  
Susan Silver, Chairman

\_\_\_\_\_  
7/22/2020

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

**Date:** 7/22/2020  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** Disbursement Request from Income

Trust #	Title of Trust	Purpose	Amount
582	Maurice Alger Fund	2020 Scholarship	7,000.00
		Anessa Murphy	
Total Withdrawal Request			7,000.00

**Amount of  
Withdrawal:** \$7,000.00

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

**Payable To:** Seattle University  
Attn: Student Financial Services  
901 12th Avenue, PO Box 222000  
Seattle, WA 98122  
**Note: Please mail check to : City of Keene, Attn: Karen Gray**

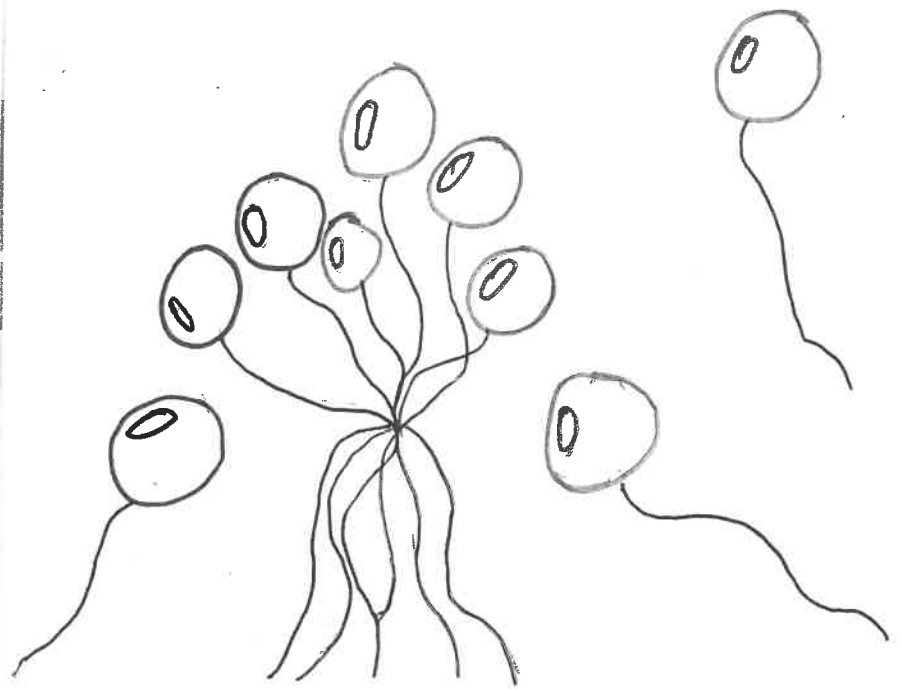
**Approved By Trustees:**

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 7/22/20.

\_\_\_\_\_  
Susan Silver, Chairman

\_\_\_\_\_  
7/22/2020



Thank you so much for this wonderful scholarship! It is going to be a huge help, and I really appreciate it.

I hope you have a wonderful rest of your day!! Thank you again.

-Anessa Murphy

KHS 2020

Seattle University 2024

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

**Date:** 7/22/2020  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** Capital Reserve Appropriation

Capital Reserve	Purpose of Deposit	Amount
#620 Transportation Improvement		
	6/1/20 - 6/30/20	9,955.00
Total Deposit Request		9,955.00

**Amount of Deposit:** \$9,955.00

**Account to be Credited:** ☒ **City of Keene - Capital Reserve Fund #4474**

**Wire Funds To:** Cambridge Trust Company ABA #011300595  
Attn: Wealth Management Account #02012505  
Cambridge, MA 02138-1171  
FBO: City of Keene  
Capital Reserve Account #5204474

**Approved By Trustees:**

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 7/22/20.

\_\_\_\_\_  
Susan Silver, Chairman

\_\_\_\_\_  
7/22/2020

PENTAMATION ENTERPRISES  
DATE: 07/16/2020  
TIME: 15:26:05

CITY OF KEENE, NEW HAMPSHIRE  
REVENUE STATUS REPORT

PAGE NUMBER: 1  
REVSTALL

SELECTION CRITERIA: revldgr.key\_orgn='00603' and revldgr.account='42218'  
ACCOUNTING PERIOD: 13/20

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	2,680.00	.00	96,085.75	3,914.25	96.09
	TOTAL FINANCE	100,000.00	2,680.00	.00	96,085.75	3,914.25	96.09
	TOTAL GENERAL GOVERNMENT	100,000.00	2,680.00	.00	96,085.75	3,914.25	96.09
	TOTAL GENERAL FUND	100,000.00	2,680.00	.00	96,085.75	3,914.25	96.09
	TOTAL REPORT	100,000.00	2,680.00	.00	96,085.75	3,914.25	96.09

<86,130.757 May 2020  
9,955.00



# CITY OF KEENE

6A1  
R-2014-34-A

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.

Kendall W. Lane, Mayor

In City Council February 19, 2015.

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

  
City Clerk

  
City Clerk

PASSED March 5, 2015

A true copy;

Attest:

  
City Clerk

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

**Date:** 7/22/2020  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** Capital Reserve Withdrawals

Capital Reserve	Purpose of Withdrawal		Amount
<b>#612 Fleet Equipment</b>			<b>39,110.01</b>
11003-A	Fleet Equipment	39,110.01	
<b>#610 Transfer/Recycling Center</b>			<b>23,403.20</b>
90069-20	Recycling Center Equipment	23,403.20	
<b>#613 Sewer Infrastructure</b>			<b>391,573.06</b>
08055-19	FY19 Sewer Main Improvements	4,225.73	
08055-ZZ	FY20 Sewer Main Improvements	386,149.18	
08035-18	Bridge Main- Roxbury Over Beaver Brk	1,198.15	
<b>#614 Water Infrastructure</b>			<b>477,017.58</b>
05009-17	FY17 Water Distribution Improvement	408,058.13	
05039-C	Woodward Dam Improvements	62,446.55	
05085-18	Bridge Main- Roxbury Over Beaver Brk	1,198.15	
05090-18	Drummer Hill Pump Replace	5,314.75	
<b>Total Withdrawal Request</b>			<b>931,103.85</b>

**Amount of  
Withdrawal:** \$931,103.85

**Account to be  
Charged:** ☒ **City of Keene - Capital Reserve Fund #4474**

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

**Approved By Trustees:**

		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

7/22/2020

Capital Reserve Withdrawal											
FY21 July 2020 Trustees Meeting									Cummulative	REQUEST	
				Cap Reserve		FY21 7/16/20	Revenue	NET	Trustee	FY21	
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		35,288.29	1,350,000.00	(1,314,711.71)	16,960.65	(1,331,672.36)	Martel Court Capital Reserve
08093-A	607	32	Martell 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	58,102.47	0.00	Wastewater Treatment Plant Reserve
08096-A	608	32	Grit Removal	20,420.00		0.00		0.00	0.00	0.00	Wastewater Treatment Plant Reserve
08061-19	608	32	WWTP Generator Replacement	21,131.00		0.00		0.00	0.00	0.00	Wastewater Treatment Plant Reserve
08103-19	608	32	Non-Potable Water System	65,400.00		0.00		0.00	0.00	0.00	Wastewater Treatment Plant Reserve
05059-20	609	34	WTF Filter Media & Underdrain	191,466.00		0.00		0.00	0.00	0.00	Water Treatment Plant Reserve
05082-A	609	34	WTF PLC Replacement	76,240.00		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		299,356.79		299,356.79	275,953.59	23,403.20	Transfer/Recycling - Solid Waste Facility (FY20)
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		675,472.91		675,472.91	636,362.90	39,110.01	Equipment Fund Capital Reserve (FY20)
08025-20	613	32	Sewer Water Rate Study	40,000.00		23,356.53		23,356.53	23,356.53	0.00	Sewer Infrastructure Capital Reserve
08055-16	613	32	FY16 Sewer Main Improvements	906,322.00		401,164.57		401,164.57	401,164.57	0.00	Sewer Infrastructure Capital Reserve
08055-18	613	32	FY18 Sewer Main Improvements	145,700.00		368,282.71		368,282.71	368,282.71	0.00	Sewer Infrastructure Capital Reserve
08055-19	613	32	FY19 Sewer Main Improvements	653,101.00		67,123.32		67,123.32	62,897.59	4,225.73	Sewer Infrastructure Capital Reserve (FY20)
08055-ZZ	613	32	FY20 Sewer Main Improvements	661,301.00		567,185.36		567,185.36	181,036.18	386,149.18	Sewer Infrastructure Capital Reserve (FY20)
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	173,910.67	0.00	Sewer Infrastructure Capital Reserve
08035-18	613	32	Bridge Main - Roxbury Over Beaver Brook	40,000.00		1,198.15		1,198.15	0.00	1,198.15	Sewer Infrastructure Capital Reserve (FY20)
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		932,654.51		932,654.51	524,596.38	408,058.13	Water Infrastructure Capital reserve (FY20)
05009-19	614	34	FY19 Water Distribution Improvements	500,000.00		31,120.09	627,257.00	(596,136.91)	0.00	(596,136.91)	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	829,576.94	0.00	Water Infrastructure Capital reserve
05039-C	614	34	Woodward Dam Improvements	208,987.00		249,742.33		249,742.33	187,295.78	62,446.55	Water Infrastructure Capital reserve (FY20)
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		1,198.15		1,198.15	0.00	1,198.15	Water Infrastructure Capital reserve (FY20)
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		243,906.65	15,402.00	228,504.65	223,189.90	5,314.75	Water Infrastructure Capital reserve (FY20)
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		204,228.70	736,000.00	(531,771.30)	18,798.96	(550,570.26)	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		118,150.94	483,591.31	(365,440.37)	0.00	(365,440.37)	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	931,103.85	July20 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: 06/30/2020

					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	66,948.85	51,722.76	0.00	0.738512%	454.21	172.67	0.00	0.00	0.00	51,895.43	67,403.06	1,355.06	0.738512%	210.81	(40.34)	0.00	1,525.53	53,420.96	68,928.59
Abbott A. Lane Playground Fund	525	Parks/Recreation	Common Investment	1/1/1934	13,004.45	10,043.37	0.00	0.143452%	88.23	33.54	0.00	0.00	0.00	10,076.91	13,092.68	263.21	0.143452%	40.95	(7.84)	0.00	296.32	10,373.23	13,389.00
Ashuelot River Park Memorial Trust	528	Parks/Recreation	Common Investment	1/1/1995	0.00	0.00	0.00	0.000000%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.000000%	0.00	0.00	0.00	0.00	0.00	0.00
Ashuelot River Park Trust	529	Parks/Recreation	Common Investment	1/1/1996	391,704.04	373,204.26	0.00	4.320884%	2,657.48	1,010.27	0.00	0.00	0.00	374,214.53	394,361.52	29,186.11	4.320884%	1,233.36	(236.02)	(5,673.49)	24,509.96	398,724.49	418,871.48
Campo Santo Trust	570	Cemetery Perpetual Care	Common Investment	1/1/1959	11,132.10	10,052.75	0.00	0.122798%	75.52	28.71	0.00	0.00	0.00	10,081.46	11,207.62	836.67	0.122798%	35.06	(6.71)	0.00	865.02	10,946.48	12,072.64
Caroline H. Ingersoll	523	Parks/Recreation	Common Investment	1/1/1894	4,096.04	3,181.22	0.00	0.045183%	27.79	10.56	0.00	0.00	0.00	3,191.78	4,123.83	82.91	0.045183%	12.90	(2.47)	0.00	93.34	3,285.12	4,217.17
Caroline Ingersoll	543	Library	Common Investment	1/1/1894	4,036.63	3,182.61	0.00	0.044528%	27.39	10.41	0.00	0.00	0.00	3,193.02	4,064.02	198.30	0.044528%	12.70	(2.43)	0.00	208.57	3,401.59	4,272.59
Carrie K. Hersey Trust	548	Library	Common Investment	1/1/1974	137,597.49	106,289.90	0.00	1.517837%	933.52	354.89	0.00	0.00	0.00	106,644.79	138,531.01	6,757.73	1.517837%	433.26	(82.91)	0.00	7,108.08	113,752.87	145,639.09
Cemetery Trust Fund A - Perpetual Care of Cemeteries	565	Cemetery Perpetual Care	Common Investment	6/20/1985	1,514,180.31	1,180,141.11	0.00	16.702914%	10,272.80	3,905.29	0.00	0.00	0.00	1,184,046.40	1,524,453.11	30,585.96	16.702914%	4,767.67	(912.38)	0.00	34,441.25	1,218,487.65	1,558,894.36
Cemetery Trust Fund B - Cemetery Capital Reserve	568	Maintenance and Repair	Common Investment	8/20/1985	1,024,778.10	839,619.23	0.00	11.304318%	6,952.51	2,643.06	0.00	0.00	0.00	842,262.29	1,031,730.61	134,764.24	11.304318%	3,226.73	(617.49)	0.00	137,373.48	979,635.77	1,169,104.09
Charles A. Jones Fund	513	Parks/Recreation	Common Investment	1/1/1928	24,467.53	18,344.63	0.00	0.269901%	166.00	63.11	0.00	0.00	0.00	18,407.74	24,633.53	16,537.71	0.269901%	77.05	(14.74)	0.00	16,600.02	35,007.76	41,233.55
Clara B. Abbott	547	Library	Common Investment	1/1/1955	19,252.77	14,689.59	0.00	0.212377%	130.62	49.66	0.00	0.00	0.00	14,739.25	19,383.39	4,764.80	0.212377%	60.62	(11.60)	(600.00)	4,213.82	18,953.07	23,597.21
Clement Woodward Fund	503	Poor/Indigent	Common Investment	1/1/1960	874,694.76	675,738.18	0.00	9.648750%	5,934.28	2,255.97	0.00	0.00	0.00	677,994.15	880,629.04	135,141.06	9.648750%	2,754.15	(527.05)	0.00	137,368.16	815,362.31	1,017,997.20
Dinsmoor Woods Trust	526	Parks/Recreation	Common Investment	1/1/1980	5,103.56	3,937.40	0.00	0.056297%	34.62	13.16	0.00	0.00	0.00	3,950.56	5,138.18	103.29	0.056297%	16.07	(3.08)	0.00	116.28	4,066.84	5,254.46
Emily J. Elliot Daland	522	Parks/Recreation	Common Investment	1/1/1933	5,533.86	4,286.58	0.00	0.061044%	37.54	14.27	0.00	0.00	0.00	4,300.85	5,571.40	111.99	0.061044%	17.43	(3.33)	0.00	126.09	4,426.94	5,697.49
Flower Fund	566	Flower/Flag	Common Investment	1/1/1900	155,438.45	121,628.58	0.00	1.714640%	1,054.56	400.90	0.00	0.00	0.00	122,029.48	156,493.01	3,146.07	1.714640%	489.43	(93.66)	0.00	3,541.84	125,571.32	160,034.85
Frank Wright Scholarship Fund	581	Scholarship	Common Investment	1/1/1930	1,328,003.97	1,043,657.64	0.00	14.649200%	9,009.71	3,425.15	0.00	0.00	0.00	1,047,082.79	1,337,013.68	127,040.11	14.649200%	4,181.50	(800.20)	0.00	130,421.41	1,177,504.20	1,467,435.09
George A. Wheelock	521	Parks/Recreation	Common Investment	1/1/1906	57,283.84	44,259.96	0.00	0.631898%	388.64	147.74	0.00	0.00	0.00	44,407.70	57,672.48	1,159.43	0.631898%	180.37	(34.52)	0.00	1,305.28	45,712.98	58,977.76
George B. Elliot	545	Library	Common Investment	1/1/1931	1,359.61	1,049.12	0.00	0.014998%	9.22	3.51	0.00	0.00	0.00	1,052.63	1,368.83	72.53	0.014998%	4.29	(0.82)	0.00	76.00	1,128.63	1,444.83
George B. Elliot Fund	516	Library	Common Investment	1/1/1931	516.21	406.35	0.00	0.005694%	3.50	1.33	0.00	0.00	0.00	407.68	519.71	120.76	0.005694%	1.63	(0.31)	0.00	122.08	529.76	641.79
Greenlawn Cemetery	561	Cemetery Trust (Other)	Common Investment	1/1/1900	499,943.75	390,327.47	0.00	5.514875%	3,391.82	1,289.43	0.00	0.00	0.00	391,616.90	503,335.57	10,118.96	5.514875%	1,574.18	(301.24)	0.00	11,391.90	403,008.80	514,727.47
Ingersoll Collection Trust	585	Maintenance and Repair	Common Investment	1/1/1998	11,895.86	11,552.07	0.00	0.131223%	80.71	30.68	0.00	0.00	0.00	11,582.75	11,976.57	3,721.99	0.131223%	37.45	(7.17)	0.00	3,752.27	15,335.02	15,728.84
John E. Colony Cemetery Fund	567	Cemetery Perpetual Care	Common Investment	6/28/1945	23,667.06	20,657.31	0.00	0.261071%	160.57	61.04	0.00	0.00	0.00	20,718.35	23,827.63	14,200.82	0.261071%	74.52	(14.26)	0.00	14,261.08	34,979.43	38,088.71
John Symonds Fund	541	Library	Common Investment	1/1/1902	21,888.12	7,822.94	0.00	0.241448%	148.50	56.45	0.00	0.00	0.00	7,879.39	22,036.62	550.59	0.241448%	68.91	(13.19)	0.00	606.31	8,485.70	22,642.93
John T. Foster Library Trust	549	Library	Common Investment	1/1/2003	16,915.83	14,335.60	0.00	0.186598%	114.76	43.63	0.00	0.00	0.00	14,379.23	17,030.59	425.31	0.186598%	53.25	(10.19)	0.00	468.37	14,847.60	17,498.96
Keene Downtown Memorial Tree Fund	527	Beautification	Common Investment	1/1/1967	324,111.14	276,143.49	0.00	3.575267%	2,198.90	835.93	0.00	0.00	0.00	276,979.42	326,310.04	6,521.81	3.575267%	1,020.52	(195.30)	0.00	7,347.03	284,326.45	333,657.07
Marcus W. Knight	576	Maintenance and Repair	Common Investment	1/1/1932	171,379.25	144,547.63	0.00	1.890483%	1,162.71	442.01	0.00	0.00	0.00	144,989.64	172,541.96	9,643.80	1.890483%	539.62	(103.27)	0.00	10,080.15	155,069.79	182,622.11
Maria Giffin Fund	514	Poor/Indigent	Common Investment	1/1/1914	4,974.57	3,848.13	0.00	0.054874%	33.75	12.83	0.00	0.00	0.00	3,860.96	5,008.32	1,169.36	0.054874%	15.67	(3.00)	0.00	1,182.03	5,042.99	6,190.35
Maria W. Osborne Library Fund	546	Library	Common Investment	1/1/1909	671.25	521.44	0.00	0.007405%	4.55	1.73	0.00	0.00	0.00	523.17	675.80	90.05	0.007405%	2.11	(0.40)	0.00	91.76	614.93	767.56
Mary P. Lane Trust Fund	502	Poor/Indigent	Common Investment	1/1/1934	80,099.16	61,871.67	0.00	0.883573%	543.42	206.59	0.00	0.00	0.00	62,078.26	80,642.58	1,621.22	0.883573%	252.21	(48.26)	0.00	1,825.17	63,903.43	82,467.75
Mary R. Hall Charitable Fund	501	Poor/Indigent	Common Investment	1/1/1907	24,717.22	19,123.09	0.00	0.272655%	167.69	63.75	0.00	0.00	0.00	19,186.84	24,884.91	500.28	0.272655%	77.83	(14.89)	0.00	563.22	19,750.06	25,448.13
Mary R. Hall Library Fund	544	Library	Common Investment	1/1/1907	2,039.45	1,573.06	0.00	0.022497%	13.84	5.26	0.00	0.00	0.00	1,578.32	2,053.29	102.92	0.022497%	6.43	(1.23)	0.00	108.12	1,686.44	2,161.41
Maurice Alger Scholarship Fund	582	Scholarship	Common Investment	1/1/1970	241,748.00	188,474.89	0.00	2.666720%	1,640.12	623.51	0.00	0.00	0.00	189,098.40	243,388.12	9,796.74	2.666720%	761.20	(145.67)	0.00	10,412.27	199,510.67	253,800.39
Milan F. Jones Fund	512	Flower/Flag	Common Investment	1/1/1934	10,112.75	7,812.48	0.00	0.111554%	68.61	26.08	0.00	0.00	0.00	7,838.56	10,181.36	204.68	0.111554%	31.84	(6.09)	0.00	230.43	8,068.99	10,411.79
Miscellaneous Cemeteries	564	Cemetery Trust (Other)	Common Investment	1/1/1900	32,399.30	24,327.41	0.00	0.357396%	219.81	83.56	0.00	0.00	0.00	24,410.97	32,619.11	655.78	0.357396%	102.02	(19.52)	0.00	738.28	25,149.25	33,357.39
Police Benevolent Fund	510	Police/Fire	Common Investment	1/1/1901	226,995.10	159,272.87	0.00	2.503981%	1,540.03	585.46	0.00	0.00	0.00	159,858.33	228,535.13								

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

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	6,032.19	0.00	0.043060%	0.00	0.00	0.00	0.00	6,033.82	6,071.20	0.00	0.043060%	1.63	0.00	0.00	0.00	6,033.82
Bridge Capital Reserve	617	Maintenance and Repair	Common Investment	1/1/2002	764,035.01	0.00	5.453978%	0.00	0.00	0.00	0.00	764,241.31	768,975.94	0.00	5.453978%	206.30	0.00	0.00	0.00	764,241.31
City Hall Parking Deck Capital Reserve	615	Maintenance and Repair	Common Investment	1/1/1999	163,804.48	0.00	1.169300%	0.00	0.00	0.00	0.00	163,848.71	164,863.79	0.00	1.169300%	44.23	0.00	0.00	0.00	163,848.71
Downtown Infrastructure and Facility Capital Reserve	619	Economic Development	Common Investment	1/1/2008	1,454,490.88	0.00	10.382720%	0.00	0.00	0.00	0.00	1,454,883.61	1,463,896.91	0.00	10.382720%	392.73	0.00	0.00	0.00	1,454,883.61
Fire Equipment Capital Reserve	600	Police/Fire	Common Investment	1/1/1968	568,103.09	0.00	4.055340%	0.00	0.00	0.00	0.00	568,256.49	571,776.95	0.00	4.055340%	153.40	0.00	0.00	0.00	568,256.49
Fleet Equipment Capital Reserve	612	Maintenance and Repair	Common Investment	1/1/1998	659,372.93	0.00	4.348548%	0.00	0.00	0.00	(50,195.00)	609,342.42	613,117.42	0.00	4.348548%	164.49	0.00	0.00	0.00	609,342.42
Hazardous Waste Site Capital Reserve	605	Environmental Purposes	Common Investment	1/1/1988	50,473.68	0.00	0.360301%	0.00	0.00	0.00	0.00	50,487.31	50,800.09	0.00	0.360301%	13.63	0.00	0.00	0.00	50,487.31
Intersection Improvements Capital Reserve	603	Economic Development	Common Investment	1/1/1986	1,986.55	0.00	0.014181%	0.00	0.00	0.00	0.00	1,987.09	1,999.40	0.00	0.014181%	0.54	0.00	0.00	0.00	1,987.09
Landfill Closure Capital Reserve	601	Environmental Purposes	Common Investment	1/1/1980	22,027.88	0.00	0.157244%	0.00	0.00	0.00	0.00	22,033.83	22,170.33	0.00	0.157244%	5.95	0.00	0.00	0.00	22,033.83
Martel Court Pumping Station Capital Reserve	607	Maintenance and Repair	Common Investment	1/1/1992	738,627.01	0.00	5.272606%	0.00	0.00	0.00	0.00	738,826.45	743,403.63	0.00	5.272606%	199.44	0.00	0.00	0.00	738,826.45
Road and Sidewalk Infrastructure Capital Reserve	621	Maintenance and Repair	Common Investment	5/7/2020	0.00	391,627.32	2.795588%	0.00	0.00	0.00	0.00	391,733.06	394,159.92	0.00	2.795588%	105.74	0.00	0.00	0.00	391,733.06
Sewer Infrastructure Capital Reserve	613	Maintenance and Repair	Common Investment	1/1/1998	3,325,361.88	0.00	22.414791%	0.00	0.00	0.00	(185,326.02)	3,140,883.71	3,160,342.12	0.00	22.414791%	847.85	0.00	0.00	0.00	3,140,883.71
Transfer/Recycling Center Capital Reserve	610	Maintenance and Repair	Common Investment	1/1/1998	232,390.39	0.00	1.192579%	0.00	0.00	0.00	(65,324.79)	167,110.71	168,145.99	0.00	1.192579%	45.11	0.00	0.00	0.00	167,110.71
Transportation Improvements Capital Reserve	620	Maintenance and Repair	Common Investment	1/1/2015	327,572.86	40,620.75	2.628309%	0.00	0.00	0.00	0.00	368,293.03	370,574.68	0.00	2.628309%	99.42	0.00	0.00	0.00	368,293.03
Wastewater Treatment Plant Capital Reserve	608	Maintenance and Repair	Common Investment	1/1/1992	2,001,499.69	0.00	14.220908%	0.00	0.00	0.00	(9,326.02)	1,992,711.58	2,005,056.83	0.00	14.220908%	537.91	0.00	0.00	0.00	1,992,711.58
Water Infrastructure Capital Reserve	614	Maintenance and Repair	Common Investment	1/1/1998	3,224,662.35	0.00	21.005942%	0.00	0.00	0.00	(281,988.94)	2,943,467.97	2,961,703.34	0.00	21.005942%	794.56	0.00	0.00	0.00	2,943,467.97
Water Treatment Facility Capital Reserve	609	Maintenance and Repair	Common Investment	1/1/1993	393,289.88	0.00	2.807456%	0.00	0.00	0.00	0.00	393,396.07	395,833.24	0.00	2.807456%	106.19	0.00	0.00	0.00	393,396.07
Wells Street Parking Facility Capital Reserve	616	Maintenance and Repair	Common Investment	1/1/1999	234,947.82	0.00	1.677149%	0.00	0.00	0.00	0.00	235,011.26	236,467.20	0.00	1.677149%	63.44	0.00	0.00	0.00	235,011.26
TOTALS					14,168,678.57	432,248.07	100.000000%	0.00	0.00	0.00	(592,160.77)	14,012,548.43	14,099,358.98	0.00	100.000000%	3,782.56	0.00	0.00	0.00	14,012,548.43

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: 06/30/20

					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	6,351.61	0.00	100.000000%	0.00	0.00	0.00	0.00	6,351.61	6,351.61	589.86	100.000000%	5.17	0.00	0.00	595.03	6,946.64
TOTALS					6,351.61	0.00	100.000000%	0.00	0.00	0.00	0.00	6,351.61	6,351.61	589.86	100.000000%	5.17	0.00	0.00	595.03	6,946.64