



**Trustees of Trust Funds  
AGENDA**

City Hall 2<sup>nd</sup> Floor Conference Room  
October 20, 2021  
9:30 AM

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

- 
1. Approval of the September 2021 minutes
  2. Distribution/review of quarterly trusts and capital reserves Cambridge Trust overview
  3. Annual review of Investment Policies
    - a. Common Trust Funds
    - b. Capital Reserve Funds
    - c. Library Renovation Trust Fund
  4. Common Trust Fund
    - a. Annual Income Transfers/Disbursements
      - i. Transfer of FY21 income to principal = \$5,012.43
      - ii. Disburse FY21 income to City of Keene = \$72,470.53
    - b. Approval of Receipts
      - i. #527 Keene Downtown Memorial Tree Fund = \$350.00
        - In Memorial of James P. Finnegan
          - Tim Finnegan-\$250.00
          - Ann Siegel-Drege & Marsh Drege - \$100.00
      - c. Approval of Disbursements
        - i. #510 Police Benevolent Fund = \$1,000.00
          - Annual contribution for maintenance and replacement of equipment
    5. Capital Reserve Portfolio
      - a. Approval of Receipts
        - i. Transportation Improvement through September 30, 2021 = \$24,012.00
      - b. Approval of Disbursements = \$540,028.22
        - i. #600 Fire Equipment = \$329,165.50
        - ii. #608 Wastewater Treatment Plant = \$401.19
        - iii. #612 Fleet Equipment = \$38,971.00
        - iv. #613 Sewer Infrastructure = \$79,958.58
        - v. #614 Water Infrastructure = \$90,549.82
        - vi. #623 Reappraisal = \$982.13
    6. Library Renovation Trust Fund
      - a. Acceptance of Donations= \$3,500.00
        - i. March 3, 2021 – August 2, 2021
        - ii. Council 9/16/21
      - b. Approval of Disbursements
        - i. Closing of the Library Renovation Trust Fund
        - ii. Balance as of 9/30/21 = \$3,724.24 + additional interest as of date of closing
    7. Distribution of MS9's for period ending September 30, 2021
      - a. Common Trust Funds = \$11,934,887.11
      - b. Capital Reserve Funds = \$16,363,003.85
      - c. Library Renovation Trust Fund = \$3,724.24

Trustees of Trust Funds

October 20, 2021

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8. Updates/Future Items

a. Trustee vacancies

- i. Nominations should be made to the Mayor along with a biography/professional profile
- ii. <https://keeneh.gov/interested-serving-city-board-or-commission>

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

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

**Wednesday, September 15, 2021 9:30 AM City Hall-2<sup>nd</sup> Floor Conference Room**

**Members Present:**

Jennie Newcombe, Chair  
Michael Forrest  
Marilyn Gemmell, Vice Chair  
Sue Silver

**Staff Present:**

Karen Gray, Senior Staff Accountant

**Absent:**

Katherine Snow

**Other:**

Chair Newcombe called the meeting to order at 9:30 AM.

**Approval of Minutes**

*Trustee Forrest made a motion to approve the minutes of the July 2021 meeting as presented, Trustee Silver seconded. Motion carried unanimously.*

**COMMON TRUST FUNDS**

**RECEIPTS**

None

**DISBURSEMENTS**

**#529 Ashuelot River Park Trust**

Chair Newcombe presented a disbursement in the amount of \$99.99 to reimburse the City of Keene for payments made to Buckthorn Baggie. This item was approved as part of the 2021 Ashuelot River Park Trust budget that was pre-approved by the Trustees on April 21, 2021.

*Trustee Silver made a motion to approve the disbursement as presented, Trustee Forrest seconded. Motion carried unanimously.*

**CAPITAL RESERVES**

**RECEIPTS**

**FY22 Capital Reserve Appropriations**

Chair Newcombe presented the FY22 Capital Reserve Appropriations of \$3,829,860.00 for Trustee approval, these items were previously approved by City Council.

- #600 Fire Equipment - \$385,000.00
- #607 Martell Court Pump Station - \$30,000.00
- #608 Wastewater Treatment Plant - \$170,000.00
- #609 Water Treatment Facility - \$100,000.00
- #610 Transfer/Recycling Center - \$70,000.00
- #611 Ambulance Replacement - \$130,000.00
- #612 Fleet Equipment - \$650,000.00
- #613 Sewer Infrastructure - \$900,000.00

- #614 Water Infrastructure - \$925,000.00
- #615 City Hall Parking Deck - \$30,000.00
- #616 Wells Street Parking Deck - \$30,000.00
- #617 Bridges - \$99,860.00
- #619 Downtown Infrastructure - \$200,000.00
- #623 Reappraisal - \$45,000.00
- #624 IT Systems & Infrastructure - \$65,000.00

*Trustee Forrest made a motion to approve the receipts as presented, Trustee Gemmell seconded. Motion carried unanimously.*

#### **DISBURSEMENTS**

Chair Newcombe presented disbursements totaling \$806,018.97 noting that the funds are reimbursing the City of Keene. Supporting documentation was presented for the Trustees review.

- #600 Fire Equipment = \$9,608.75
- #608 Wastewater Treatment Plant = \$1,863.97
- #613 Sewer Infrastructure = \$216,296.95
- #614 Water Infrastructure = \$541,465.46
- #623 Reappraisal = \$36,557.02
- #624 IT System & Infrastructure=\$226.82

*Trustee Silver made a motion to approve the disbursements as presented, Trustee Forrest seconded. Motion carried unanimously.*

#### **LIBRARY RENOVATION TRUST**

##### **RECEIPTS**

None

##### **DISBURSEMENTS**

None

##### **Distribution of MS9s**

Chair Newcombe asked if there were any questions on the MS9 reports for the Common Trust, Capital Reserves and Library Renovation Trust. The Common and Capital Reserves are for the period ending July 31, 2021 and the Library Renovation Trust for the period ending August 31, 2021. No questions were asked.

##### **Updates/Future Items**

None

The meeting adjourned at 9:55 AM.

Respectfully submitted,  
Karen P. Gray



## **City of Keene, Trustee of Trust Funds Investment Policy as of October 21, 2020**

Trustees of Trust Funds shall review and confirm the objectives and constraints of the investment policy at least annually, keeping in mind the safety, liquidity and yield of the trust funds, and shall file a copy of the same with the attorney general in accordance with RSA 31:25.

### **Investment Objectives:**

The specific investment objectives for the Trust Fund's assets are:

- The Trust Fund has a primary objective of maximizing income and preserving the principal by exceeding the CPI by 1%. The goal of the Fund's equity component is to exceed the S&P 500 total return over a full market cycle.
- Asset mix for the Trust Fund is targeted to achieve the above objectives. Equities can range from 35%-75% while bonds can range from 25%-65% and cash 0%-10%.
- The Trust Fund has a long term investment horizon.

### **Constraints:**

- Investments shall comply with the Prudent Investor Rule. (RSA 31:25-d)
- The Investment Advisor shall maintain sole investment authority of the portfolio subject to quarterly review by the Trustee of Trust Funds. Upon review the Trustees have the authority to request changes within the portfolio. Emphasis on the selection of equities should be on stocks of high-grade companies having inflation hedge characteristics – i.e. companies whose growth in earnings and/or dividends should keep pace with or exceed the rate of inflation. Emphasis should be placed on seasoned companies with proven track records, favorable prospects and sound financial positions.
- The portfolio shall be diversified by asset allocation, market capitalization rate, style, sector and geography.
- Investments in international securities up to 30% of the stock position and as much as 10% of the bond position shall be permitted.
- Investments in cash and cash equivalents shall be limited to insured or collateralized bank deposits, US Treasury Bills, repurchase agreements, or money market funds whose investments are limited to short term direct obligations of the US Treasury, US Government Agencies or domestic corporations. In no event shall cash deposits be held in any institution located outside the United States.
- Fixed income securities shall have a weighted average maturity of not more than ten (10) years, and a single issue maturity of thirty (30) years.
- The overall fixed income portfolio shall maintain a minimum credit quality rating of A. Lower quality bonds (below BBB rated) shall be limited to 10% of the fixed income portfolio.
- No single equity shall comprise more than 5% of the total value of the total portfolio.
- The portfolio shall be diversified by sector with no equity investment in any one industrial group exceeding more than twice the industry weighting based upon the S&P 500 industry categories.



- Fees for Investment Advisory services shall be charged 100% to Income.
- The fund shall comply with all laws, rules and regulations of the State of New Hampshire.

**Performance Measurement:**

- Equities will be measured against a global equity benchmark that is comprised with 80% [S&P 500 Index](#) [Nasdaq US Broad Dividend Achievers Index](#) and 20% [MSCI ACWI ex US](#) [S&P Global Ex-US Dividend Growers Index](#)
- Fixed income will be measured against the Bloomberg Barclays Intermediate Government/Credit Index.

**Reviews:**

- The Trustees of Trust Funds will meet monthly to review the accounts and act on requested disbursements.
- Every five years the Trustees will evaluate the performance of the investment advisor and may request RFP's from approved State of NH financial institutions. If mutually agreed, the investment advisor contract may be renewed for two (2), one-year periods for a possible total of seven years.

Reviewed: 9/7/2014, 10/21/2015, 11/16/2016, 10/17/18, 10/16/19

Revised: 11/8/2000, 1/14/2003, 07/08/2003, 10/16/2008, 2/17/2010 2/12/2012, 7/1/2013, 10/18/17, 10/21/20



## **City of Keene, Trustee of Trust Funds Capital Reserve Investment Policy as of October 21, 2020**

Trustees will review the objectives and constraints at least annually.

### **Investment Objectives:**

The specific investment objectives for the Capital Reserve Fund's assets are:

- Safety- the safety of principal is the foremost objective
- Liquidity- investments shall remain sufficiently liquid to meet the operational cash needs of the City of Keene
- Yield- taking into account the priority objectives of safety of principal and liquidity, a market rate of return and administrative efficiency

### **Authorized Investments:**

The Trustees use the professional services provided by an Investment Advisor to best take advantage of secondary markets not available to the Trustees. They include but are not limited to T-Bills, T-Notes, other U.S. Government obligations and Certificates of Deposit.

### **Constraints:**

- Capital and other reserve funds appropriated pursuant to the provisions of Chapters 34, 35 RSA shall be invested to maintain principal and provide liquidity, due to the expendable nature and short term horizon of the funds. The Trustees are aware that meeting these objectives may restrict the level of yield attainable.
- Capital reserve funds shall be kept in a separate account or sub-account and shall be invested only in:
  1. Deposits in any federally or state chartered bank or association authorized to engage in a banking business in the United States;
  2. Participation units in the public deposit investment pool established pursuant to RSA 383:22; and
  3. Obligations with principal and interest fully guaranteed by the United States government or a federal agency of the United States government.
- The Investment Advisor shall provide the Trustees with monthly statements and periodic reports. A minimum of two (2) semi-annual reports will be in-person or by remote participation (e.g. ZOOM). Additional periodic reports, as deemed necessary by the Trustees, may be in-person, via conference call, remote participation or written only at the discretion of the Trustees.
- The investment policy is reviewed annually at a posted meeting of the Trustees with recommendations from the Investment Advisor.

### **Performance Measurement:**

- Performance will be measured against the Bloomberg Barclays 1-3 year US Government Index.

Reviewed: 2/17/2010, 3/16/2011, 2/15/2012, 2/20/2013, 6/17/2015, 6/15/2016, 11/16/16, 10/18/17, 10/17/18, 10/16/19  
Revised: 4/16/2014, 10/21/20



**City of Keene, Trustee of Trust Funds  
Library Renovation Trust Fund Investment Policy as of October 21, 2020**

Trustees will review the objectives and constraints at least annually.

**Investment Objectives:**

The specific investment objectives for the Library Renovation Trust Fund's assets are:

- Safety- the safety of principal is the foremost objective
- Liquidity- investments shall remain sufficiently liquid to meet the operational cash needs of the City of Keene related to the Library Renovation Project.
- Yield- taking into account the priority objectives of safety of principal and liquidity, a market rate of return and administrative efficiency

**Authorized Investments:**

Effective May 2020, due to the minimal amount of funds remaining in Library Renovation Trust Fund, the funds are maintained in an escrow money market account with the City of Keene.

**Constraints:**

- Library Renovation Trust Fund shall be invested to maintain principal and provide liquidity, due to the expendable nature and short term horizon of the funds. The Trustees are aware that meeting these objectives may restrict the level of yield attainable.
- Library Renovation Trust Fund shall be kept in a separate account or sub-account and shall be invested only in:
  1. Deposits in any federally or state chartered bank or association authorized to engage in a banking business in the United States;
  2. Participation units in the public deposit investment pool established pursuant to RSA 383:22; and
  3. Obligations with principal and interest fully guaranteed by the United States government or a federal agency of the United States government.
- The investment policy is reviewed annually at a posted meeting of the Trustees of Trust Funds.

Original: 11/18/15  
Reviewed: 11/16/16, 10/18/17, 10/17/18, 10/16/19  
Revised: 10/21/20

Notify Marti Fiske-Library Director when review or update

K:\Trusts\ Investment Policy

**City of Keene, New Hampshire Trust Funds  
TRANSFER Request from Income to Principal**

**Date:** 10/20/2021  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** Transfer of FY21 Income to Principal

Trust #	Title of Trust	Purpose	Amount
515	Serena Upton	FY21 Income to Principal	0.00
581	Frank Wright	FY21 Income to Principal	4,369.06
529	Ashuelot River Park	FY21 Income to Principal	643.37
527	Memorial Tree	FY21 Income to Principal	0.00
<b>Total Transfer from Income to Principal</b>			<b>5,012.43</b>

**Amount of Deposit:** \$5,012.43

**Account to be Credited:**  City of Keene - Common Fund XXXXXXXXXX

**Payable To:** Transfer to Principal

**Approved By Trustees:**

X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_

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

**Date:** 10/20/2021  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** Transfer of FY21 income to City of Keene

Trust	Trust #	Transfer \$	Trust	Trust #	Transfer \$
Simons, Eastburn & Morse	500	268.87	Woodland Extension	560	9,626.61
Mary R. Hall	501	405.35	Greenlawn Cemetery	561	8,199.03
Mary P. Lane	502	1,313.64	West Keene Cemetery	562	846.45
Milan F. Jones Fund	512	165.85	Washington Street Cemetery	563	156.09
George A. Wheelock	521	939.47	Miscellaneous Cemeteries	564	531.36
Emily J. Elliot Daland	522	90.73	Cemetery Trust A-Perpetual	565	25,025.50
Caroline H. Ingersoll	523	67.20	Flower Fund	566	2,549.19
Abbott A. Lane Park Fund	524	1,097.94	Downtown Memorial Trees	527	5,261.31
Abbott A. Lane Playground Fund	525	213.28	Sumner Knight Chapel	575	322.76
Dinsmoor Woods Trust	526	83.69	Marcus W. Knight	576	2,197.28
Woodland Cemetery	569	13,108.93			

**Amount of  
Withdrawal:** \$72,470.53

**Account to be  
Charged:**  City of Keene - Common Fund [REDACTED]

**ACH Funds To:** Mascoma Savings Bank [REDACTED]  
 [REDACTED]  
 [REDACTED]

**Approved By Trustees:**

X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_

**FY21 Income Transfer to Principal**  
**City of Keene - Trustees of Trust Funds**  
 (Source Net Income GL)

	<u>Trust #</u>	<u>MS 9's As of 6/30/21</u>	<u>FY21 Income GL 46101 As of 6/30/21</u>	<u>Variance MS9 vs. GL</u>	<u>% Percentage Transfer</u>	<u>PY Expenses 6/30/2021</u>	<u>Transfer \$ As of 6/30/21</u>	
Serena W. Upton Fund	515	5,153.62	<b>499.28</b>	693.70			<b>0.00</b>	Hold per Attorney Mullins
Frank Wright Fund	581	134,858.11	<b>21,845.28</b>	113,012.83	20.00%		<b>4,369.06</b>	
Ashuelot River Park Trust	529	19,567.46	<b>6,433.67</b>	13,133.79	10.00%		<b>643.37</b>	
Memorial Tree Fund	527	5,261.31	<b>5,261.31</b>	0.00		(8,450.00)	<b>0.00</b>	<i>If income is greater than maintenance costs that were transferred back to the City, then the balance goes to Principal</i>

**TOTAL TRANSFER** 5,012.43

FY21 Income Transfer to City of Keene						
City of Keene - Trustees of Trust Funds						
(Source Net Income Revenue Status)						
			FY21 Income			
		MS 9's	GL 46101	Variance	%	Transfer \$
	Trust #	As of 6/30/21	As of 6/30/21	MS9 vs. GL	Allocation	As of 6/30/20
<b>CHARITABLE &amp; BENEVOLENT FUNDS</b>						
Simons, Eastburn & Morse	500	268.87	268.87	0.00		268.87
Mary R. Hall	501	405.35	405.35	0.00		405.35
Mary P. Lane	502	1,313.64	1,313.64	0.00		1,313.64
Maria Giffin Fund	514	1,263.59	81.56	1,182.03		0.00
George B. Elliot Fund	516	130.54	8.46	122.08		0.00
<b>Total Charitable &amp; Benevolent</b>						<b>1,987.86</b>
Milan F. Jones Fund	512	165.85	165.85	0.00		165.85
Transfer to Deluge Hose Company						
Police Benevolent Fund	510	61,438.71	3,722.70	57,716.01		1,000.00
\$1,000 transfer to Police gym + \$1,000 GL match						
<b>PARK FUNDS</b>						
George A. Wheelock	521	939.47	939.47	0.00		939.47
Emily J. Elliot Daland	522	90.73	90.73	0.00		90.73
Caroline H. Ingersoll	523	67.20	67.20	0.00		67.20
Abbott A. Lane Park Fund	524	1,097.94	1,097.94	0.00		1,097.94
Abbott A. Lane Playground Fund	525	213.28	213.28	0.00		213.28
Dinsmoor Woods Trust	526	83.69	83.69	0.00		83.69
<b>Total Park</b>						<b>2,492.31</b>
<b>CEMETERY FUNDS</b>						
Woodland Cemetery	569	13,108.93	13,108.93	0.00		13,108.93
Woodland Extension	560	9,626.61	9,626.61	0.00		9,626.61
Greenlawn Cemetery	561	8,199.03	8,199.03	0.00		8,199.03
West Keene Cemetery	562	846.45	846.45	0.00		846.45
Washington Street Cemetery	563	156.09	156.09	0.00		156.09
Miscellaneous Cemeteries	564	531.36	531.36	0.00		531.36
Cemetery Trust Fund A - Perpetual Care	565	25,025.50	25,025.50	0.00		25,025.50
<b>Total Cemetery</b>						<b>57,493.97</b>
Flower Fund	566	2,549.19	2,549.19	0.00		2,549.19
Keene Downtown Memorial Tree	527	5,261.31	5,261.31	0.00		5,261.31
\$ amount of income transfer to City equals amount City has expended on maintenance costs less a/c #62498 Use of Trust Fund - Tree Replacement						
DPW cost center 02020						
<b>Total FY21 Downtown Trees Expenses (02020)</b>	<b>8,450.00</b>					
<b>CHAPEL MAINTENANCE FUNDS</b>						
Sumner Knight Chapel	575	1,486.13	412.85	1,073.28	12.81%	322.76
Marcus W. Knight	576	10,097.60	2,810.59	7,287.01	87.19%	2,197.28
<b>Total Chapel Maintenance</b>		<b>11,583.73</b>	3,223.44	<b>8,360.29</b>	<b>100.00%</b>	<b>2,520.04</b>
Income is only transferred to the City to the extent that the City has expended monies on repair & maintenance (Exp > Income)						
(01314-62000,61000,62503,62735,62504)						
<b>Total FY21 Chapel Maint Expenses (#01314)</b>	<b>2,520.04</b>					
<b>TOTAL TRANSFER (Does not include Police Benevolent)</b>						<b>72,470.53</b>
JE #1						
TO BE CREDITED TO THE CITY OF KEENE, NH - GENERAL FUND AS FOLLOWS:						
	CHARITABLE			1,987.86	01000-46403	CHRTR
	DOWNTOWN MEMORIAL TREES			5,261.31	02000-46405	TREETR
	PARKS			2,492.31	01200-46408	PRTR
	CEMETERY			57,493.97	01310-46401	CEMTRUST
Sumner Knight Chapel	CEMETERY MAINTENANCE			2,520.04	01314-46410	S K CHAPEL
	FLOWER FUND			2,549.19	01200-46406	FLWRTR
	DELUGE HOSE CO.			165.85	00800-46404	DLGTR
				<u>72,470.53</u>		
Direct Reimbursement	00600/44109		72,470.53			
Note: Send a copy of the transfer to Andy Bohannon						

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

**Date:** 10/20/2021  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** Disbursement Request from Income

Trust #	Title of Trust	Purpose	Amount
510	Police Benevolent	Annual (FY22) contribution for maintenance and equipt replacement	1,000.00
<b>Total Withdrawal Request</b>			<b>1,000.00</b>

**Amount of Withdrawal:** \$1,000.00

**Account to be Charged:**  City of Keene - Common Fund [REDACTED]

**ACH Funds To:** Mascoma Savings Bank [REDACTED]  
 [REDACTED]  
 [REDACTED]  
 [REDACTED]

**Approved By Trustees:**

X \_\_\_\_\_

X \_\_\_\_\_

X \_\_\_\_\_

X \_\_\_\_\_

X \_\_\_\_\_

upon application to and recommendation of the Benevolent Trust Relief Review Board, to continue to relieve active members of the KPD, injured in the line of duty, in accordance with the guidelines contained in Exhibit D and the original terms of said Trust. Said Ten Thousand Dollars (\$10,000.00) which is set aside to be maintained with future income earned on the principal balance.

B. To allow that the Trustees be authorized to expend a portion of the income balance not to exceed One Hundred Fifty Thousand Dollars (\$150,000.00), of the Trust to build and equip a gymnasium for use by active members of the KPD.

C. To allow that the Trustees be authorized to expend One Thousand Dollars (\$1,000.00) per year of future income from the Trust, and if not expended in any given year to accumulate said amount for future expenditure, for maintenance of the gymnasium equipment. Said maintenance expenditure may continue in perpetuity or until the gymnasium no longer exists, as long as the City of Keene matches said amount with an equal annual contribution to a non-lapsing special revenue fund to be used for the same purposes.

D. To allow that the Trustees be authorized to expend any remaining future income earned by the Trust, upon application to and recommendation of the Benevolent Trust Relief Review Board, to provide scholarships and tuition reimbursement to active members of the KPD, in addition to any tuition reimbursement that is currently made available to said members, and their dependant children.

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

**Date:** 10/20/2021  
**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 Tree Fund	In Memoriarium of James Finnegan	<b>350.00</b>
		-Tim Finnegan = \$250.00	
		-Ann Siegel-Drege & Marsh Drege = \$100.00	
<b>Total Deposit Request</b>			<b>350.00</b>

**Amount of Deposit:** \$350.00

**Account to be Credited:**  City of Keene - Common Fund [REDACTED]

**Payable To:** Trustees of Trust Funds  
 [REDACTED]

**Approved By Trustees:**

X \_\_\_\_\_

X \_\_\_\_\_

X \_\_\_\_\_

X \_\_\_\_\_

X \_\_\_\_\_

**CITY OF KEENE**  
**NEW HAMPSHIRE**

DATE: September 3, 2021

TO: Merri Howe, Finance Director

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

SUBJECT: Donations – Downtown Memorial Tree Fund in Memory of James P. Finnegan

Recommendation:

The City Manager do all things necessary to accept and executive, with gratitude, donations of \$100 from Ann Siegle-Drege & Marsh Drege and \$250 from Tim Finnegan 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 passed away on April 25, 2020. Mr. Finnegan was a long time resident of the area and very active in the community. He actively participated in various community projects though 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 received several donations in memorial as follows.

Tim Finnegan	\$250.00
Ann Siegle-Drege & Marsh Drege	\$100.00

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

J Karen



*City of Keene*  
*New Hampshire*

**DATE:** September 16, 2021  
**MEMO TO:** Mayor and Council  
**THROUGH:** Elizabeth A. Dragon, City Manager  
**FROM:** Merri Howe, Finance Director  
**RE:** Acceptance of donations

**RECOMMENDATION:**

Move that the City Council accept the list of donations below and the City Manager be authorized to use each donation in the manner specified by the donor.

**BACKGROUND:**

The City of Keene receives donations from many sources throughout the year which are brought forward to the City Council for acceptance with gratitude. Below is a listing of recent donation received by the City of Keene.

Keene Downtown Memorial Tree Fund in memory of Mr. James P. Finnegan, a longtime resident of the area and active member of the community.

Tim Finnegan	\$250
Ann Siegle-Drege & Marsh Drege	\$100

Keene Fire Department in memory of Larry Lanata, with acknowledgement to his widow Miriam Lanata.

Mary & Brian Gray	\$ 25
Carolyn Burson	\$ 25

Keene Fire Department in memory of Dan Snow.

Walter & Mary Anair	\$100
Sharon Helie	\$100
Patricia Sederstrom	\$ 50

Keene Recreation Center for the cleaning of the monument at the War Memorial.  
Rolling Thunder NH Chapter 2       \$ 300

*The mission of the Rolling Thunder NH Chapter 2 is "To educate the public that many American Prisoners of War were left behind after all previous wars and to help correct the past and to protect future Veterans from being left behind should they become Prisoners of War-Missing In Action. We are also committed to helping American Veterans from all wars."*

Library Renovation Project from the City of Keene Library Renovation Restricted Trust from March 3, 2021 to August 2, 2021.

Ann Henderson Interiors	\$ 500
Ann Henderson Interiors	\$1,500
Ray & Anne Anderson	\$ 800
Ray & Anne Anderson	\$ 700

Human Rights Committee for collaboration with the Keene International Festival for event logistics.

Gallup Fund	\$3,000
-------------	---------

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

**Date:** 10/20/2021  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** Capital Reserve Appropriation

Capital Reserve	Purpose of Deposit	Amount
<b>#620 Transportation Improvement</b>		
	7/1/21 - 9/30/21	<b>24,012.00</b>
<b>Total Deposit Request</b>		<b>24,012.00</b>

**Amount of Deposit:** \$24,012.00

**Account to be Credited:**  City of Keene - Capital Reserve Fund [REDACTED]

**Wire Funds To:** Cambridge Trust Company [REDACTED]  
 [REDACTED]  
 [REDACTED]  
 [REDACTED]

**Approved By Trustees:**

X \_\_\_\_\_

X \_\_\_\_\_

X \_\_\_\_\_

X \_\_\_\_\_

X \_\_\_\_\_

PENTAMATION ENTERPRISES  
 DATE: 10/12/2021  
 TIME: 15:30:33

CITY OF KEENE, NEW HAMPSHIRE  
 REVENUE STATUS REPORT

PAGE NUMBER: 1  
 REVSTALL

SELECTION CRITERIA: revledgr.key\_orgn='00603' and revledgr.account='42218'  
 ACCOUNTING PERIOD: 3/22

SORTED BY: \*FUND\*,\*FUNCTION\*,\*DEPARTMENT\*  
 TOTALED ON: \*FUND\*,\*FUNCTION\*,\*DEPARTMENT\*  
 PAGE BREAKS ON: \*FUND\*

\*FUND\*-01 GENERAL FUND  
 \*FUNCTION\*-01 GENERAL GOVERNMENT

*DEPARTM-	TITLE	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
30	FINANCE	100,000.00	8,465.00	.00	24,012.00	75,988.00	24.01
	TOTAL FINANCE	100,000.00	8,465.00	.00	24,012.00	75,988.00	24.01
	TOTAL GENERAL GOVERNMENT	100,000.00	8,465.00	.00	24,012.00	75,988.00	24.01
	TOTAL GENERAL FUND	100,000.00	8,465.00	.00	24,012.00	75,988.00	24.01
	TOTAL REPORT	100,000.00	8,465.00	.00	24,012.00	75,988.00	24.01



# 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.

City Clerk

\_\_\_\_\_  
Kendall W. Lane, Mayor

In City Council February 19, 2015.

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

City Clerk

PASSED March 5, 2015

A true copy;

Attest:

City Clerk

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

**Date:** 10/20/2021  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** Capital Reserve Withdrawals

Capital Reserve	Purpose of Withdrawal		Amount
<b>#600 Fire Equipment</b>			<b>329,165.50</b>
90003-21	Brush Truck	745.00	
90003-22	Tanker Truck	328,420.50	
<b>#608 Wastewater Treatment Plant</b>			<b>401.19</b>
08095-A	WWTP Aeration Gate & Mixer	401.19	
<b>#612 Fleet Equipment</b>			<b>38,971.00</b>
11003-A	Fleet Equipment	38,971.00	
<b>#613 Sewer Infrastructure</b>			<b>79,958.58</b>
08055-20	FY20 Sewer Main (Blossom/Winch)	8,224.09	
08055-B	Sewer Improvement (Roxbury St)	71,734.49	
<b>#614 Water Infrastructure</b>			<b>90,549.82</b>
05009-21	FY21 Water Dist Improvements	86,022.02	
05090-18	Drummer Hill Pump Replace	4,527.80	
<b>#623 Reappraisal</b>			<b>982.13</b>
90098-21	Assessing-FY21 Revaluation	982.13	
<b>Total Withdrawal Request</b>			<b>540,028.22</b>

**Amount of  
Withdrawal:** \$540,028.22

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

**ACH Funds To:** Mascoma Savings Bank ABA #211770213



**Approved By Trustees:**

X \_\_\_\_\_  
X \_\_\_\_\_  
X \_\_\_\_\_  
X \_\_\_\_\_  
X \_\_\_\_\_

Capital Reserve Withdrawal												Cummulative	REQUEST	
FY22 Octoberr 2021 Trustees Meeting														
				Cap Reserve		FY22 10/13/21	Revenue	NET	Prior Mos Reimb			Trustee	FY22	
Project #	Reserve	Fund	Project Name	Budget	Status	Expense	Other Sources	Exp Less Other Rev	Revenue			Revenue	October	Trustees
90003-21	600	26	Fire Dept Brush Truck	45,000.00		43,832.39			43,832.39			43,087.39	745.00	Fire Equipment Capital Reserve
90003-22	600	26	Fire Dept Tanker Truck	725,000.00		328,420.50			328,420.50			0.00	328,420.50	Fire Equipment Capital Reserve
08072-A	607	32	Martell Ct- McGrinder Rehab /Headworks	200,000.00		130,490.85	1,350,000.00	(1,219,509.15)			16,960.65		(1,236,469.80)	Martell Court Capital Reserve
08093-A	607	32	Martell Ct Roof	10,135.00		0.00			0.00		0.00		0.00	Martell Court Capital Reserve
08098-17	607	32	FY17 Martell Court Force Main Emergency Plan	45,000.00		0.00			0.00		0.00		0.00	Martell Court Capital Reserve
08099-18	607	32	Martell Court Ph2 Generator/Transformer	334,292.00		0.00	18,224.65	(18,224.65)			0.00		(18,224.65)	Martell Court Capital 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	9,783.67		9,783.67			9,783.67		9,783.67		0.00	Wastewater Treatment Plant Reserve
08082-ZZ	608	32	Sludge Pump Replacement	182,216.33		4,589.15			4,589.15		4,589.15		0.00	Wastewater Treatment Plant Reserve
08091-A	608	32	WWTP Roof Replacement	234,780.00		0.00			0.00		0.00		0.00	Wastewater Treatment Plant Reserve
08095-A	608	32	FY17 & FY16 WWTP Aeration Gate & Mixer Replace	247,358.00		244,829.44			244,829.44		244,428.25		401.19	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	290,400.00	(290,400.00)			0.00		(290,400.00)	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
08108-22	608	32	Sludge Drier	100,000.00		0.00			0.00		0.00		0.00	Wastewater Treatment Plant Reserve
05059-20	609	34	WTF Filter Media & Underdrain	394,592.00		186,054.33	7,000.00		179,054.33		179,054.33		0.00	Water Treatment Plant Reserve
05082-A	609	34	WTF PLC Replacement	73,317.52		67,918.66			67,918.66		67,918.66		0.00	Water Treatment Plant Reserve
05038-21	609	34	Radio & PLC Upgrade	2,922.48		28,829.98	34,007.50	(5,177.52)			0.00		(5,177.52)	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
90069-22	610	26	Recycling Center Equipment	75,000.00		0.00			0.00		0.00		0.00	Transfer/Recycling - Solid Waste Facility
90000-22	611	26	FY22 Ambulance	260,000.00		0.00			0.00		0.00		0.00	Ambulance Cap Reserve
11003-A	612	41	FY22 Fleet (11003)	923,332.00		38,971.00			38,971.00		0.00		38,971.00	Equipment Fund Capital Reserve
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
08055-19	613	32	FY19 Sewer Main Improvements (Marlboro)	731,101.00		878,180.59			878,180.59		731,101.00		147,079.59	Sewer Infrastructure Capital Reserve
08055-20	613	32	FY20 Sewer Main Improvements (Blossom/Winch)	997,476.00		909,197.87			909,197.87		900,973.78		8,224.09	Sewer Infrastructure Capital Reserve
08055-22	613	32	FY22 Sewer Main Improvements (Force Main)	564,217.00		0.00	41,565.00	(41,565.00)			0.00		(41,565.00)	Sewer Infrastructure Capital Reserve
08055-ZZ	613	32	Unused Cap Reserve Sewer Allocations	378,782.05		0.00			0.00		0.00		0.00	Sewer Infrastructure Capital Reserve
08055-A	613	32	Sewer Improvement - Avon Street	68,448.00		50,878.94			50,878.94		50,878.94		0.00	Sewer Infrastructure Capital Reserve
08055-B	613	32	Sewer Improvement - Roxbury Street	215,000.00		122,542.94			122,542.94		50,808.45		71,734.49	Sewer Infrastructure Capital Reserve
08035-18	613	32	Bridge Main - Roxbury Over Beaver Brook	40,000.00		39,052.64			39,052.64		39,052.64		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		207,992.35			207,992.35		178,525.82		29,466.53	Water Infrastructure Capital reserve
05009-19	614	34	FY19 Water Distribution Improvements	500,000.00		1,359,289.48	627,257.00		732,032.48		500,000.00		232,032.48	Water Infrastructure Capital reserve
				946,896.00		1,899,257.01	690,862.00		1,208,395.01		946,896.00		0.00	
05009-21	614	34	FY21 Water Distribution Improvements	330,470.00		305,784.18			305,784.18		219,762.16		86,022.02	Water Infrastructure Capital reserve
05009-22	614	34	FY21 Water Distribution Improvements	416,946.00		0.00	36,300.00	(36,300.00)			0.00		(36,300.00)	Water Infrastructure Capital reserve
05034-B	614	34	FY17 & FY16 Babbidge Dam Rehab	880,611.88		1,725,566.18	850,000.00		875,566.18		875,566.18		0.00	Water Infrastructure Capital reserve
05039-C	614	34	Woodward Dam Improvements	169,388.12		1,722,940.38	1,727,000.00	(4,059.62)			128,989.00		(133,048.62)	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		39,052.64			39,052.64		39,052.64		0.00	Water Infrastructure Capital reserve
05053-18	614	34	3.0 MG Water Tank Study	97,500.00		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		1,785,096.52	15,402.00		1,769,694.52		1,765,166.72		4,527.80	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	40,000.00		0.00			0.00		0.00		0.00	Water Infrastructure Capital reserve
05095-20	614	34	Chapman Tank Repairs	79,449.00		0.00			0.00		0.00		0.00	Water Infrastructure Capital reserve
05096-20	614	34	1.5 MG Storage Tank Repairs	433,708.00		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
90081-20	615	26	City Hall Parking Structural Repairs	52,300.00		0.00			0.00		0.00		0.00	City Hall Parking Deck Reserve



**City of Keene, New Hampshire Trust Funds  
Deposit to Library Renovation Trust Fund - TO PRINCIPAL**

**Date:** 10/20/2021  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** Deposit to Principal

Trust #	Title of Trust	Purpose	Amount
590	Library Renovation Trust	Donations March 3, 2021 - August 2, 2021	<b>3,500.00</b>
<b>Total Deposit Request</b>			<b>3,500.00</b>

**Amount of Deposit:** \$3,500.00

**Account to be Credited:**  City of Keene - Library Renovation Trust Fund Escrow [REDACTED]

**Payable To:** City of Keene  
 Library Renovation Trust (escrow account)  
 [REDACTED]

**Approved By Trustees:**

X \_\_\_\_\_

X \_\_\_\_\_

X \_\_\_\_\_

X \_\_\_\_\_

X \_\_\_\_\_

September 3, 2021

**TO:** Elizabeth Dragon, City Manager

**FROM:** Marti Fiske, Library Director and Judith Putnam, Keene Public Library-Treasurer

**THROUGH:** Merri Howe, Finance Director

**ITEM:**

**SUBJECT:** Acceptance of Donations to Library Renovation Project

**RECOMMENDATION:**

That the City Council accept donations of \$3,500 as listed in the City of Keene Library Renovation Restricted Trust from March 3, 2021 to August 2, 2021, for deposit into the Library Renovation Temporarily Restricted City Trust.

**ATTACHMENTS:**

City of Keene Library Renovation Restricted Trust Donor list 3/3/2021-08/02/2021.

KPL Trustees LetterRenovTrustFundClose

**BACKGROUND:**

On June 30, 2015, the City Council authorized the establishment of a Temporarily Restricted City Trust Fund to receive and distribute funds for the Library Renovation Project. The Friends and Library Trustees put in place the Campaign Committee with Judith Putnam and Alfreida (Dita) Englund as Co-Campaign Chairs and Ernest Hebert and the Honorary Chair.

The attached Renovation Restricted Trust Donor list report contains the donations received March 3 to August 2, 2021. Donors have received acknowledgement of their donation.

The balance of the Library Campus Development Interim Bridge Funding, originally in the amount of \$1,729,221.26, is now fully repaid. With the acceptance of these final donations by the Council, the Library Trustees request that the City of Keene Trustees of Trust Fund close Library Renovation Trust Fund and the balance of extra donations, currently estimated at \$3,023 and the accumulated interest, be returned to the Library Trustees.

The Library Trustees and Library Staff express their deep gratitude to the individuals, foundations, and corporations who fulfilled one hundred percent of their donation pledges. The renovation and expansion of the Library campus would not have been possible without their help. The obligations of all donors and the Library Trustees are now complete.



# CITY OF KEENE NEW HAMPSHIRE

ITEM #F.1.

**Meeting Date:** September 16, 2021  
**To:** Mayor and Keene City Council  
**From:** Elizabeth Dragon, City Manager  
**Through:** Merri Howe, Finance Director/Treasurer  
**Subject:** **Acceptance of Donations - Several Departments**

---

**Council Action:**

In City Council September 16, 2021.  
**Voted unanimously to Suspend the Rules of Order.**  
**Voted unanimously to accept the donations.**

**Recommendation:**

Move that the City Council accept the list of donations below and the City Manager be authorized to use each donation in the manner specified by the donor.

**Attachments:**

None

**Background:**

The City of Keene receives donations from many sources throughout the year which are brought forward to the City Council for acceptance with gratitude. Below is a listing of recent donations received by the City of Keene.

Keene Downtown Memorial Tree Fund in memory of Mr. James P. Finnegan, a longtime resident of the area and active member of the community.

Tim Finnegan	\$250
Ann Siegle-Drege & Marsh Drege	\$100

Keene Fire Department in memory of Larry Lanata, with acknowledgement to his widow Miriam Lanata.

Mary & Brian Gray	\$ 25
Carolyn Burson	\$ 25

Keene Fire Department in memory of Dan Snow.

Walter & Mary Anair	\$100
Sharon Helie	\$100
Patricia Sederstrom	\$ 50

Keene Recreation Center for the cleaning of the monument at the War Memorial.  
Rolling Thunder NH Chapter 2            300

The mission of the Rolling Thunder NH Chapter 2 is *"To educate the public that many American Prisoners of War were left behind after all previous wars and to help correct the past and to protect future Veterans from being left behind should they become Prisoners of War-Missing In Action. We are also committed to helping American Veterans from all wars."*

Library Renovation Project from the City of Keene Library Renovation Restricted Trust from March 3, 2021 to August 2, 2021.

Ann Henderson Interiors	\$ 500
Ann Henderson Interiors	\$1,500
Ray & Anne Anderson	\$ 800
Ray & Anne Anderson	\$ 700

Human Rights Committee for collaboration with the Keene International Festival for event logistics.  
Gallup Fund                                    \$3,000

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

**Date:** 10/20/2021  
**To:** Trustees of Trust Funds  
**From:** Karen Gray, Senior Staff Accountant  
**RE:** ACCOUNT CLOSURE

Trust #	Title of Trust	Purpose of Withdrawal	Amount
590	Library Renovation Trust Fund	Closure of investment (escrow)	<b>BALANCE</b>
		account and transfer of remaining balance to	
		balance to the Trustees of the	
		Keene Public Library	
<b>Total Withdrawal Request</b>			<b>BALANCE</b>

**Amount of Withdrawal:** BALANCE

**Account to be Charged:**  City of Keene - Library Renovation Trust Fund Escrow [REDACTED]

**CHECK:** City of Keene  
 Trustees of the Keene Public Library  
 [REDACTED]

**Approved By Trustees:**

X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_  
 X \_\_\_\_\_

Trustees of the Keene Public Library  
60 Winter Street  
Keene, NH 03431

Karen Gray  
Senior Staff Accountant  
City of Keene  
3 Washington Street  
Keene, NH 03431

September 3, 2021

Dear Karen,

At the August 24, 2021, the Trustees voted to advise the City that, since we expect no more donations to the Library Renovation Trust Fund, it is time to close out the fund.

At the time of the closing, any remaining funds should be transferred to the Trustees of the Library.

Thank you, again, for all your help in this project!

Sincerely,

Judy Putnam  
Treasurer, KPL Trustees.



# CITY OF KEENE

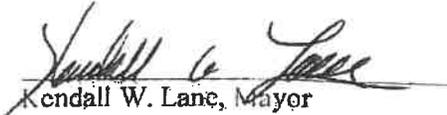
R-2015-31

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

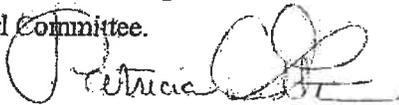
A RESOLUTION ..... Relating to the Establishment of the Keene Public Library Renovation Trust Fund .....

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

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

  
Kendall W. Lane, Mayor

In City Council July 2, 2015.  
Referred to the Finance, Organization  
and Personnel Committee.



City Clerk

A true copy;  
attest:



Deputy City Clerk

**LIBRARY RENOVATION TRUST FUND**

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

CITY OF KEENE, NH  
 REPORT OF THE TRUSTEES OF TRUST FUNDS  
 COMMON TRUST FUND (ACCOUNT NUMBER XXX4482)  
 FOR YEAR ENDING: 06/30/2022  
 AS OF: 09/30/2021

FUND NAME	FUND #	PURPOSE	HOW INVESTED	DATE OF CREATION	PRINCIPAL										INCOME					TOTAL COST PRINCIPAL & INCOME	TOTAL MARKET VALUE PRINCIPAL & INCOME			
					PRINCIPAL BEGIN MARKET VALUE	PRINCIPAL BEGIN COST BALANCE	PRINCIPAL NEW FUNDS	%	PRINCIPAL UNREALIZED GAIN/LOSS	PRINCIPAL REALIZED GAIN/LOSS	CAPITAL GAINS DIVIDENDS	PRINCIPAL FEES	PRINCIPAL WITHDRAWALS	PRINCIPAL ENDING COST BALANCE	PRINCIPAL ENDING MARKET VALUE	INCOME BEGIN BALANCE	INCOME PERCENT	INCOME	INCOME FEES			INCOME EXPENDED	INCOME ENDING BALANCE	
Abbott A. Lane Park Fund	524	Parks/Recreation	Common Investment	1/1/1934	84,895.60	54,784.94	0.00	0.735916%	(2,897.77)	3.85	0.00	0.00	0.00	0.00	54,788.79	81,997.83	1,159.18	0.735916%	238.23	(48.81)	0.00	1,348.60	56,137.39	83,346.43
Abbott A. Lane Playground Fund	525	Parks/Recreation	Common Investment	1/1/1934	16,490.50	10,638.17	0.00	0.142948%	(562.88)	0.75	0.00	0.00	0.00	0.00	10,638.92	15,927.62	225.17	0.142948%	46.27	(9.48)	0.00	261.96	10,900.88	16,189.58
Ashuelot River Park Trust	529	Parks/Recreation	Common Investment	1/1/1996	497,759.55	392,041.63	0.00	4.314819%	(16,990.20)	22.56	0.00	0.00	0.00	0.00	392,064.19	480,769.35	19,926.55	4.314819%	1,396.82	(286.18)	(99.99)	20,937.20	413,001.39	501,706.55
Campo Santo Trust	570	Cemetery Perpetual Care	Common Investment	1/1/1959	14,116.23	10,561.93	0.00	0.122366%	(481.83)	0.64	0.00	0.00	0.00	0.00	10,562.57	13,634.40	1,057.78	0.122366%	39.61	(8.12)	0.00	1,089.27	11,651.84	14,723.67
Caroline H. Ingersoll	523	Parks/Recreation	Common Investment	1/1/1894	5,194.03	3,368.55	0.00	0.045024%	(177.29)	0.24	0.00	0.00	0.00	0.00	3,368.79	5,016.74	70.95	0.045024%	14.57	(2.99)	0.00	82.53	3,451.32	5,099.27
Caroline Ingersoll	543	Library	Common Investment	1/1/1894	5,118.72	3,367.24	0.00	0.044372%	(174.72)	0.23	0.00	0.00	0.00	0.00	3,367.47	4,944.00	278.43	0.044372%	14.37	(2.94)	0.00	289.86	3,657.33	5,233.86
Carrie K. Hersey Trust	548	Library	Common Investment	1/1/1974	174,482.77	112,583.48	0.00	1.512500%	(5,955.68)	7.91	0.00	0.00	0.00	0.00	112,591.39	168,527.09	9,490.52	1.512500%	489.64	(100.32)	0.00	9,879.84	122,471.23	178,406.93
Cemetery Trust Fund A - Perpetual Care of Cemeteries	565	Cemetery Perpetual Care	Common Investment	6/20/1985	1,950,162.80	1,277,132.01	0.00	16.904944%	(66,565.57)	88.40	0.00	0.00	0.00	0.00	1,277,220.41	1,883,597.23	26,432.32	16.904944%	5,472.59	(1,121.22)	0.00	30,783.69	1,308,004.10	1,914,380.92
Cemetery Trust Fund B - Cemetery Capital Reserve	568	Maintenance and Repair	Common Investment	8/20/1985	1,329,568.12	914,225.56	0.00	11.525334%	(45,382.61)	60.27	0.00	0.00	0.00	0.00	914,285.83	1,284,185.51	155,332.23	11.525334%	3,731.07	(764.42)	0.00	158,298.88	1,072,584.71	1,442,484.39
Charles A. Jones Fund	513	Parks/Recreation	Common Investment	1/1/1928	31,026.46	19,463.75	0.00	0.268952%	(1,059.04)	1.41	0.00	0.00	0.00	0.00	19,465.16	29,967.42	17,023.69	0.268952%	87.08	(17.84)	0.00	17,092.93	36,558.09	47,060.35
Clara B. Abbott	547	Library	Common Investment	1/1/1955	24,413.80	15,570.22	0.00	0.211631%	(833.33)	1.11	0.00	0.00	0.00	0.00	15,571.33	23,580.47	222.13	0.211631%	68.51	(14.04)	0.00	276.60	15,847.93	23,857.07
Clement Woodward Fund	503	Poor/Indigent	Common Investment	1/1/1960	1,109,171.23	715,745.85	0.00	9.614828%	(37,859.73)	50.28	0.00	0.00	0.00	0.00	715,796.13	1,071,311.50	148,158.17	9.614828%	3,112.59	(637.70)	0.00	150,633.06	866,429.19	1,221,944.56
Dinsmoor Woods Trust	526	Parks/Recreation	Common Investment	1/1/1980	6,471.64	4,170.82	0.00	0.056099%	(220.90)	0.29	0.00	0.00	0.00	0.00	4,171.11	6,250.74	88.35	0.056099%	18.16	(3.72)	0.00	102.79	4,273.90	6,353.53
Emily J. Elliot Daland	522	Parks/Recreation	Common Investment	1/1/1933	7,017.28	4,539.70	0.00	0.060829%	(239.52)	0.32	0.00	0.00	0.00	0.00	4,540.02	6,777.76	95.79	0.060829%	19.17	(4.03)	0.00	111.46	4,651.48	6,889.22
Flower Fund	566	Flower/Flag	Common Investment	1/1/1900	197,106.33	128,738.16	0.00	1.708612%	(6,727.90)	8.94	0.00	0.00	0.00	0.00	128,747.10	190,378.43	2,691.39	1.708612%	553.12	(113.32)	0.00	3,131.19	131,878.29	193,509.62
Frank Wright Scholarship Fund	581	Scholarship	Common Investment	1/1/1930	1,691,131.09	1,110,641.80	0.00	14.659536%	(57,723.97)	76.66	0.00	0.00	0.00	0.00	1,110,718.46	1,633,407.12	116,078.12	14.659536%	4,745.71	(972.29)	0.00	119,851.54	1,230,570.00	1,753,258.66
George A. Wheelock	521	Parks/Recreation	Common Investment	1/1/1906	72,639.73	46,880.07	0.00	0.629676%	(2,479.44)	3.29	0.00	0.00	0.00	0.00	46,883.36	70,160.29	991.87	0.629676%	203.85	(41.76)	0.00	1,153.96	48,037.32	71,314.25
George B. Elliot	545	Library	Common Investment	1/1/1931	1,724.06	1,111.30	0.00	0.014945%	(58.85)	0.08	0.00	0.00	0.00	0.00	1,111.38	1,665.21	99.59	0.014945%	4.84	(0.99)	0.00	103.44	1,214.82	1,768.65
George B. Elliot Fund	516	Library	Common Investment	1/1/1931	654.89	429.97	0.00	0.005674%	(22.34)	0.03	0.00	0.00	0.00	0.00	430.00	632.25	131.01	0.005674%	1.84	(0.38)	0.00	132.47	562.47	764.72
Greenlawn Cemetery	561	Cemetery Trust (Other)	Common Investment	1/1/1900	633,961.97	413,194.38	0.00	5.495487%	(21,639.25)	28.74	0.00	0.00	0.00	0.00	413,233.12	612,322.72	8,656.37	5.495487%	1,779.04	(364.49)	0.00	10,070.92	423,294.04	622,393.64
Ingersoll Collection Trust	585	Maintenance and Repair	Common Investment	1/1/1998	15,096.19	12,096.19	0.00	0.130762%	(514.89)	0.68	0.00	0.00	0.00	0.00	12,096.87	14,569.87	3,958.25	0.130762%	42.33	(8.67)	0.00	3,991.91	16,088.78	18,561.78
John E. Colony Cemetery Fund	567	Cemetery Perpetual Care	Common Investment	6/28/1945	30,011.42	21,739.80	0.00	0.260153%	(1,024.39)	1.36	0.00	0.00	0.00	0.00	21,741.16	28,987.03	14,670.85	0.260153%	84.23	(17.25)	0.00	14,737.83	36,478.99	43,724.86
John Symonds Fund	541	Library	Common Investment	1/1/1902	27,755.60	8,824.09	0.00	0.240599%	(947.39)	1.26	0.00	0.00	0.00	0.00	8,825.35	26,808.21	250.30	0.240599%	77.89	(15.96)	0.00	312.23	8,137.58	27,120.44
John T. Foster Library Trust	549	Library	Common Investment	1/1/2003	21,450.43	15,109.32	0.00	0.185943%	(732.18)	0.97	0.00	0.00	0.00	0.00	15,110.29	20,718.25	196.28	0.185943%	60.19	(12.33)	0.00	244.14	15,354.43	20,962.39
Keene Downtown Memorial Tree Fund	527	Beautification	Common Investment	1/1/1967	408,682.39	289,147.16	0.00	3.542655%	(13,949.70)	18.53	0.00	0.00	0.00	0.00	289,165.69	394,732.69	5,556.16	3.542655%	1,146.86	(234.97)	0.00	6,468.05	295,633.74	401,200.74
Marcus W. Knight	576	Maintenance and Repair	Common Investment	1/1/1932	217,320.31	152,386.33	0.00	1.883837%	(7,417.87)	9.85	0.00	0.00	0.00	0.00	152,396.18	209,902.44	10,254.38	1.883837%	609.86	(124.95)	0.00	10,739.29	163,135.47	220,641.73
Maria Giffin Fund	514	Poor/Indigent	Common Investment	1/1/1914	6,308.09	4,075.67	0.00	0.054682%	(215.32)	0.29	0.00	0.00	0.00	0.00	4,075.96	6,092.77	1,268.13	0.054682%	17.71	(3.63)	0.00	1,282.21	5,358.17	7,374.98
Maria W. Osborne Library Fund	546	Library	Common Investment	1/1/1909	851.20	552.12	0.00	0.007379%	(29.06)	0.04	0.00	0.00	0.00	0.00	552.16	822.14	103.40	0.007379%	2.39	(0.49)	0.00	105.30	657.46	927.44
Mary P. Lane Trust Fund	502	Poor/Indigent	Common Investment	1/1/1934	101,571.05	65,535.31	0.00	0.880467%	(3,466.96)	4.60	0.00	0.00	0.00	0.00	65,539.91	98,104.09	1,386.92	0.880467%	285.03	(58.40)	0.00	1,613.55	67,153.46	99,717.64
Mary R. Hall Charitable Fund	501	Poor/Indigent	Common Investment	1/1/1907	31,343.09	20,253.63	0.00	0.271697%	(1,069.84)	1.42	0.00	0.00	0.00	0.00	20,255.05	30,273.25	427.96	0.271697%	87.96	(18.02)	0.00	497.90	20,752.95	30,771.15
Mary R. Hall Library Fund	544	Library	Common Investment	1/1/1907	2,586.16	1,666.35	0.00	0.022418%	(88.27)	0.12	0.00	0.00	0.00	0.00	1,666.47	2,497.89	143.48	0.022418%	7.25	(1.49)	0.00	149.24	1,815.71	2,847.13
Maurice Alger Scholarship Fund	582	Scholarship	Common Investment	1/1/1970	306,552.56	199,532.23	0.00	2.657345%	(10,463.67)	13.90	0.00	0.00	0.00	0.00	199,546.13	296,088.89	1,598.03	2.657345%	860.26	(176.25)	0.00	2,282.04	201,828.17	298,370.93
Milan F. Jones Fund	512	Flower/Flag	Common Investment	1/1/1934	12,823.64	8,275.02	0.00	0.111611%	(437.71)	0.58	0.00	0.00	0.00	0.00	8,275.60	12,385.93	175.11	0.111611%	35.99	(7.37)	0.00	203.73	8,479.33	12,589.66
Miscellaneous Cemeteries	564	Cemetery Trust (Other)	Common Investment	1/1/1900	41,084.45	25,809.31	0.00	0.356140%	(1,402.35)	1.86	0.00	0.00	0.00	0.00	25,811.17	39,682.10	561.00	0.356140%	115.29	(23.62)	0.00	652.67	26,463.84	40,334.77
Police Benevolent Fund	510	Police/Fire	Common Investment	1/1/1901	287,844.90	189,655.39	0.00	2.495178%	(9,825.11)	13.05	0.00	0.00	0.00	0.00	189,668.44	278,019.79	61,646.37	2.495178%	807.76	(165.49)	0.00	62,288.64	231,957.08	340,308.43
Renouf Firefighters Relief Fund	511	Police/Fire	Common Investment	1/1/1888	159,802.11	88,093.14	0.00	1.385241%	(5,454.58)	7.24	0.00	0.00	0.00	0.00	88,100.38	154,347.53	119,892.17	1.385241%	448.44	(91.88)	0.00	120,248.73	208,349.11	274,596.26
Serena W. Upton Fund	515	Poor/Indigent	Common Investment	1/1/1929	38,604.87	26,473.25	0.00	0.334646%	(1,317.72)	1.75	0.00	0.00	0.00	0.00	26,475.00	37,287.15	5,181.47	0.334646%	108.34	(22.20)	0.00	5,267.61	31,742.61	42,554.76
Simons, Eastburn & Morse	500	Poor/Indigent	Common Investment	1/1/1887	20,790.14	13,417.41	0.00	0.180219%	(709.64)	0.94	0.00	0.00	0.00	0.00	13,418.35	20,080.50	283.86	0.180219%	58.34	(11.95)	0.00	330.25	13,748.60	20,410.75
Summer Knight Chapel	575	Maintenance and Repair	Common Investment	1/1/1930	31,																			

CITY OF KEENE, NH  
 REPORT OF THE TRUSTEES OF TRUST FUNDS  
 CAPITAL RESERVE (ACCOUNT NUMBER XXX4474)  
 FOR YEAR ENDING: 06/30/2022  
 AS OF: 09/30/2021

FUND NAME	FUND #	PURPOSE	HOW INVESTED	DATE OF CREATION	PRINCIPAL								INCOME						TOTAL COST PRINCIPAL & INCOME	
					COST 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	136,744.76	130,000.00	1.630566%	0.00	0.00	0.00	0.00	266,809.52	266,870.84	0.00	1.630566%	64.76	0.00	0.00	0.00	266,809.52
Bridge Capital Reserve	617	Maintenance and Repair	Common Investment	1/1/2002	909,785.35	99,860.00	6.171791%	0.00	0.00	0.00	0.00	1,009,890.46	1,010,122.55	0.00	6.171791%	245.11	0.00	0.00	0.00	1,009,890.46
City Hall Parking Deck Capital Reserve	615	Maintenance and Repair	Common Investment	1/1/1999	195,532.84	30,000.00	1.378644%	0.00	0.00	0.00	0.00	225,587.59	225,639.43	0.00	1.378644%	54.75	0.00	0.00	0.00	225,587.59
Downtown Infrastructure and Facility Capital Reserve	619	Economic Development	Common Investment	1/1/2008	1,663,523.19	200,000.00	11.391402%	0.00	0.00	0.00	0.00	1,863,975.59	1,864,403.96	0.00	11.391402%	452.40	0.00	0.00	0.00	1,863,975.59
Emergency Communication Capital Reserve	622	Capital Reserve (Other)	Common Investment	5/7/2020	7,132.19	0.00	0.043598%	0.00	0.00	0.00	0.00	7,133.92	7,135.56	0.00	0.043598%	1.73	0.00	0.00	0.00	7,133.92
Fire Equipment Capital Reserve	600	Police/Fire	Common Investment	1/1/1968	385,805.92	385,000.00	4.653070%	0.00	0.00	0.00	(9,608.75)	761,381.96	761,556.94	0.00	4.653070%	184.79	0.00	0.00	0.00	761,381.96
Fleet Equipment Capital Reserve	612	Maintenance and Repair	Common Investment	1/1/1998	360,804.17	650,000.00	6.178875%	0.00	0.00	0.00	0.00	1,011,049.56	1,011,281.92	0.00	6.178875%	245.39	0.00	0.00	0.00	1,011,049.56
Hazardous Waste Site Capital Reserve	605	Environmental Purposes	Common Investment	1/1/1988	50,959.72	0.00	0.311508%	0.00	0.00	0.00	0.00	50,972.09	50,983.80	0.00	0.311508%	12.37	0.00	0.00	0.00	50,972.09
Information Technology Systems and Infrastructure Capital Reserve	624	Capital Reserve (Other)	Common Investment	5/7/2020	8,547.18	65,000.00	0.448195%	0.00	0.00	0.00	(226.82)	73,338.16	73,355.01	0.00	0.448195%	17.80	0.00	0.00	0.00	73,338.16
Intersection Improvements Capital Reserve	603	Economic Development	Common Investment	1/1/1986	2,005.67	0.00	0.012260%	0.00	0.00	0.00	0.00	2,006.16	2,006.62	0.00	0.012260%	0.49	0.00	0.00	0.00	2,006.16
Landfill Closure Capital Reserve	601	Environmental Purposes	Common Investment	1/1/1980	22,240.01	0.00	0.135949%	0.00	0.00	0.00	0.00	22,245.41	22,250.52	0.00	0.135949%	5.40	0.00	0.00	0.00	22,245.41
Martel Court Pumping Station Capital Reserve	607	Maintenance and Repair	Common Investment	1/1/1992	745,739.47	30,000.00	4.741964%	0.00	0.00	0.00	0.00	775,927.79	776,106.11	0.00	4.741964%	188.32	0.00	0.00	0.00	775,927.79
Reappraisal Capital Reserve	623	Capital Reserve (Other)	Common Investment	5/7/2020	44,576.72	45,000.00	0.324100%	0.00	0.00	0.00	(36,557.02)	53,032.57	53,044.76	0.00	0.324100%	12.87	0.00	0.00	0.00	53,032.57
Road and Sidewalk Infrastructure Capital Reserve	621	Maintenance and Repair	Common Investment	5/7/2020	788,996.99	0.00	4.823005%	0.00	0.00	0.00	0.00	789,188.53	789,369.90	0.00	4.823005%	191.54	0.00	0.00	0.00	789,188.53
Sewer Infrastructure Capital Reserve	613	Maintenance and Repair	Common Investment	1/1/1998	2,552,864.55	900,000.00	19.784592%	0.00	0.00	0.00	(216,296.95)	3,237,353.32	3,238,097.34	0.00	19.784592%	785.72	0.00	0.00	0.00	3,237,353.32
Transfer/Recycling Center Capital Reserve	610	Maintenance and Repair	Common Investment	1/1/1998	215,404.56	70,000.00	1.744630%	0.00	0.00	0.00	0.00	285,473.85	285,539.46	0.00	1.744630%	69.29	0.00	0.00	0.00	285,473.85
Transportation Improvements Capital Reserve	620	Maintenance and Repair	Common Investment	1/1/2015	480,940.57	0.00	2.939908%	0.00	0.00	0.00	0.00	481,057.33	481,167.89	0.00	2.939908%	116.76	0.00	0.00	0.00	481,057.33
Wastewater Treatment Plant Capital Reserve	608	Maintenance and Repair	Common Investment	1/1/1992	1,885,081.71	170,000.00	12.550973%	0.00	0.00	0.00	(1,863.97)	2,053,716.19	2,054,188.17	0.00	12.550973%	498.45	0.00	0.00	0.00	2,053,716.19
Water Infrastructure Capital Reserve	614	Maintenance and Repair	Common Investment	1/1/1998	2,291,680.06	925,000.00	16.353135%	0.00	0.00	0.00	(541,465.46)	2,675,864.05	2,676,479.00	0.00	16.353135%	649.45	0.00	0.00	0.00	2,675,864.05
Water Treatment Facility Capital Reserve	609	Maintenance and Repair	Common Investment	1/1/1993	319,464.53	100,000.00	2.564116%	0.00	0.00	0.00	0.00	419,566.36	419,662.78	0.00	2.564116%	101.83	0.00	0.00	0.00	419,566.36
Wells Street Parking Facility Capital Reserve	616	Maintenance and Repair	Common Investment	1/1/1999	267,361.25	30,000.00	1.817719%	0.00	0.00	0.00	0.00	297,433.44	297,501.80	0.00	1.817719%	72.19	0.00	0.00	0.00	297,433.44
<b>TOTALS</b>					<b>13,335,191.41</b>	<b>3,829,860.00</b>	<b>100.000000%</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(806,018.97)</b>	<b>16,363,003.85</b>	<b>16,366,764.36</b>	<b>0.00</b>	<b>100.000000%</b>	<b>3,971.41</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>16,363,003.85</b>

CITY OF KEENE, NH  
 REPORT OF THE TRUSTEES OF TRUST FUNDS  
 LIBRARY RENOVATION TRUST FUND (ESCROW ACCOUNT NUMBER TR001 XXX9955)  
 FOR YEAR ENDING: 06/30/2022  
 AS OF: 9/30/21

FUND NAME	Fund #	PURPOSE	HOW INVESTED	DATE OF CREATION	PRINCIPAL								INCOME						TOTAL COST PRINCIPAL & INCOME	
					PRINCIPAL BEGIN COST BALANCE	PRINCIPAL NEW FUNDS	%	PRINCIPAL REALIZED GAINS	CAPITAL GAINS DIVIDENDS	PRINCIPAL FEES	PRINCIPAL WITHDRAWALS	PRINCIPAL ENDING COST BALANCE	PRINCIPAL ENDING FAIR VALUE	INCOME BEGIN BALANCE	INCOME PERCENT	INCOME	INCOME FEES	INCOME EXPENDED		INCOME ENDING BALANCE
Library Renovation Fund	590	Library	Money Market	1/1/2015	3,500.00	0.00	100.000000%	0.00	0.00	0.00	0.00	3,500.00	3,500.00	223.93	100.000000%	0.31	0.00	0.00	224.24	3,724.24
<b>TOTALS</b>					<b>3,500.00</b>	<b>0.00</b>	<b>100.000000%</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,500.00</b>	<b>3,500.00</b>	<b>223.93</b>	<b>100.000000%</b>	<b>0.31</b>	<b>0.00</b>	<b>0.00</b>	<b>224.24</b>	<b>3,724.24</b>



# City of Keene

*New Hampshire*

**Effective January 7, 2021 the following individuals are currently appointed City of Keene, Trustees of Trust Funds and Cemetery Trustees.**

<b>Trustees</b>	<b>Term Expires</b>
Michael B. Forrest 7 Marguerite Street Keene, NH 03431	12/31/2023 2 <sup>nd</sup> Term
Marilyn Gemmell 40 D Stonehouse Lane Keene, NH 03431	12/31/2022 1st Term
Jennie Newcombe 324 Main Street Keene, NH 03431	12/31/2021 1 <sup>st</sup> Term
Susan H. Silver 62 Dale Drive Keene, NH 03431	12/31/2022 2 <sup>nd</sup> Term
Katherine Snow 54 West Surry Road Keene, NH 03431	12/31/2021 2 <sup>nd</sup> Term

Merri Howe, Assistant Finance Director  
January 20, 2021