



**Trustees of Trust Funds
AGENDA**

City Hall 2nd Floor Conference Room
January 19, 2022
9:30 AM

Martha Curtis
Michael Forrest
Marilyn Gemmell, Vice Chairman
Jennie Newcombe, Chairman
Susan Silver

-
1. Election of Trustees of Trust Funds & Cemetery Trust Chairman and Vice-Chairman
 2. Approval of the November 2021 minutes
 3. Investment Review of Trusts and Capital Reserves – Cambridge Trust
 4. Common Trust Fund
 - a. Approval of Receipts
 - i. Cemetery Lot Sales through December 31, 2021
 - #565 Cemetery Trust Fund A-Perpetual Care of Cemeteries = \$5,150.00
 - #568 Cemetery Trust Fund B-Cemetery Capital Reserve = \$5,150.00
 - b. Approval of Disbursements
 - i. #529 Ashuelot River Park = \$688.18
 - 2021 ARP Budget; Trustees 4/21/21
 - Reimburse City of Keene
 - Brattleboro Clay; \$480.00; bags of clay
 - Dian Mathews; \$208.18; plant purchases
 5. Capital Reserve Portfolio
 - a. Approval of Receipts
 - i. #620 Transportation Improvement = \$23,060.00
 - Receipts through December 31, 2021
 - b. Approval of Disbursements = \$487,799.07
 - i. #600 Fire Equipment = \$1,105.00
 - ii. #607 Martell Court = \$15,021.17
 - iii. #608 Wastewater Treatment Plant = \$944.30
 - iv. #611 Ambulance = \$260,000.00
 - v. #612 Fleet Equipment = \$38,441.00
 - vi. #613 Sewer Infrastructure = \$17,849.48
 - vii. #614 Water Infrastructure = \$146,190.95
 - viii. #623 Reappraisal = \$8,134.87
 - ix. #624 IT System & Infrastructure = \$112.30
 6. Distribution of MS9's for period ending November 30, 2021
 - a. Common Trust Funds
 - b. Capital Reserve Funds
 7. Updates/Future Items
 - a. Trustee membership and terms as of January 6, 2022
 - b. July 20, 2022 – Cambridge Trust quarterly review of trusts & capital reserves

City of Keene
NEW HAMPSHIRE

TRUSTEES OF TRUST FUNDS
MEETING MINUTES

Wednesday, November 17, 2021 9:30 AM City Hall-2nd Floor Conference Room

Members Present:

Jennie Newcombe, Chair
Marilyn Gemmell, Vice Chair
Sue Silver

Staff Present:

Karen Gray, Senior Staff Accountant

Absent:

Michael Forrest
Katherine Snow

Other:

Chair Newcombe called the meeting to order at 9:30 AM with Trustees Newcombe, Gemmell and Silver present.

APPROVAL OF MINUTES

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

RECEIPTS

NONE

DISBURSEMENTS

#529 Ashuelot River Park Trust

Chair Newcombe presented a disbursement in the amount of \$5,419.06 to reimburse the City of Keene for payments made to FA Bartlett (\$4,560.00) and Dian Matthews (\$859.06). These items were pre-approved as part of the 2021 Ashuelot River Park Trust budget that was approved by the Trustees on April 21, 2021. Supporting documents were included for the Trustees review.

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

CAPITAL RESERVES

RECEIPTS

None

DISBURSEMENTS

Chair Newcombe presented disbursements totaling \$112,510.56 noting that the funds are reimbursing the City of Keene. Supporting documentation was presented for the Trustees review.

- #600 Fire Equipment = \$11,078.00
- #613 Sewer Infrastructure = \$10,169.92
- #614 Water Infrastructure = \$79,700.06
- #623 Reappraisal = \$11,562.58

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

Distribution of MS9s

Chair Newcombe asked if there were any questions on the MS9 reports for the Common Trust and Capital Reserves for the period ending October 31, 2021. No questions were asked.

Updates/Future Items

Meeting Schedule

Ms. Gray reminded everyone that there would not be a meeting in December 2021 and the next scheduled meeting is 9:30 AM, Wednesday, January 19, 2022 at which Cambridge Trust is scheduled for their quarterly review of the trusts and capital reserves.

The meeting adjourned at 10:10 AM.

Respectfully submitted,
Karen P. Gray

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

Date: 1/19/2022
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 (July 2021 - December 2021)	5,150.00
568	Monadnock View Cemetery B	1/2 Cemetery Lot Sales (July 2021 - December 2021)	5,150.00
Total Deposit Request			10,300.00

Amount of Deposit: \$10,300.00

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

Payable To: Trustees of Trust Funds
 c/o Cambridge Trust Company
 [REDACTED]

Approved By Trustees:

X _____

X _____

X _____

X _____

X _____



CITY OF KEENE

0-85-11A

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 0-83-50, 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

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

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

173719

CHECK DATE
01/06/22

CHECK NO.
173719

AMOUNT \$*****10,300.00*

THIS CHECK VOID 60 DAYS FROM DATE

PAY THE SUM OF *****10300* DOLLARS AND *NO* CENTS

TO THE TRUSTEES OF TRUST FUNDS
ORDER
OF

Meredith Howe

TREASURER

MP

⑈ 173719 ⑈ ⑆ 211770213 ⑆ 931158596 ⑈

CITY OF KEENE, NH

VENDOR NO. 18700

CHECK NO. 173719

ACCOUNT	PURCH. ORDER	INVOICE NUMBER	AMOUNT	DESCRIPTION
01 21301		7/1-12/31/21	10,300.00	LOT SALES

18700 TRUSTEES OF TRUST FUNDS

**CITY OF KEENE
NEW HAMPSHIRE
Check Request**

Date: 1/3/22

Check Payable to: Trustees of Trust Funds

Amount: \$10,300.00

Account to charge: 01 21301

Explanation: Cemetery lot sales for the period July 1, 2021 – December 31, 2021

Requested By: Kevin Go 1/3/22

Authorized Approval: Kevin O'Hare 1/3/22

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

Date: 1/19/2022
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	2021 Budget - reimbursement to City of Keene	688.18
		Payment to Brattleboro Clay (\$480.00)	
		Payment to Dian Mathews (\$208.18)	
		Trustees approved 4/11/21 - project 90272-21	
Total Withdrawal Request			688.18

**Amount of
Withdrawal:** \$688.18

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

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

Approved By Trustees:

X _____
 X _____
 X _____
 X _____
 X _____

City of Keene Trustees of Trust Funds (TTF)								
Approved Trustee Trust Fund Expenditures (as of January 19, 2022)								
		Status	Trustee Approved Date	Approved Amount	Actual Expense	Trustee Reimb Date	Unused Funds	Balance Remaining
527	Keene Downtown Memorial Tree Fund							
90320-20	Emeral Ash Borer (MSFI 6/10/20; CC 6/18/20)	In Process						
	Northern Nursery			5,031.82		07/22/20		
	FA Bartlett (treatment)			4,112.00		09/16/20		
568	Monadnock View B							
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	(60,752.47)	03/18/20	25,922.53	0.00
529	Ashuelot River Park							
	Budget for 2013	Complete		9,530.00	(9,276.95)	N/A	253.05	0.00
90272-14	Budget for 2014	Complete	2/19/2014	7,900.00	(6,160.00)	N/A	1,740.00	0.00
90272-15	Budget for 2015	Complete	1/1/2015	1,650.00	(257.60)	N/A	1,392.40	0.00
	Reallocate Budget for Park Trail expansion	Complete	10/21/2015	1,250.00	(393.23)	N/A	856.77	0.00
	M Johnson	Complete		5,000.00	(5,000.00)	N/A	0.00	0.00
90272-16	Budget for 2016	Complete	1/20/2016	7,900.00	(7,285.58)	3/16 - 2/17	614.42	0.00
90272-17	Budget for 2017	Complete	3/15/2017	13,175.00	(12,285.00)	6/17 - 12/17	890.00	0.00
90272-18	Budget for 2018	Complete	2/21/2018; 4/18/2018	16,670.00	(11,670.00)	6/18 - 1/19	5,000.00	0.00
90272-19	Budget for 2019	Complete	2/20/2019	12,295.00	(11,295.00)	5/19 - 12/19	1,000.00	0.00
90272-20	Budget for 2020 (regular)	Complete	2/19/2020	10,500.00	(15,092.69)	4/20 - 12/20		
90272-20	Budget for 2020 (Conway School)	Complete	2/19/2020	12,500.00	(4,886.10)	4/20 - 12/20	3,020.80	0.00
90272-21	Budget for 2021	In Process	4/21/2021	9,685.00				
	FA Bartlett (soil application)				(1,065.00)	06/15/21	8,620.00	
	Buckthorn Baggie				(99.99)	09/15/21	8,520.01	
	FA Bartlett (pruning)				(4,560.00)	11/17/21	3,960.01	
	Dian Mathews (reimb Friends plant purchases)				(859.06)	11/17/21	3,100.95	
	Dian Mathews (reimb Friends plant purchases)				(208.18)	01/19/22	2,892.77	
	Brattleboro Clay (bags of clay)				(480.00)	01/19/22	2,412.77	2,412.77
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)	12/21/16	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	(300.00)	06/20/18	1,400.00	0.00
510	Police Benevolent Fund							
90255-B	Police Gym Maint	Complete	6/15/2016	4,300.00	(4,295.67)	10/18/17	4.33	0.00
	Treadmill Replacement	Complete	8/16/2017	2,800.00	(2,738.99)	10/18/17	61.01	0.00
	Library Trust Funds							

541	John Symonds Library Trust	Complete	1/20/2021	735.00					
	The Park Street Foundation- Keene Sentinel Digitization				(735.00)	04/21/21			0.00
547	Clara B. Abbott Library Trust	Complete	1/20/2021	3,725.00					
	The Park Street Foundation- Keene Sentinel Digitization				(3,725.00)	04/21/21			0.00
549	John T. Foster Library Trust	Complete	1/20/2021	565.00					
	The Park Street Foundation- Keene Sentinel Digitization				(565.00)	04/21/21			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
CambTr	June 2021 - Adelyne Hayward - Univ. of Vermont	Complete	4/21/2021	6,000.00	(6,000.00)	07/21/21	0.00		0.00
581	Wright Scholarship								
	Katie Carbonara	Complete	2/1/2014	100,000.00	(100,000.00)	N/A	0.00		0.00
	\$80,000 (\$20,000 per year x 4 years)	3/18/2015							
	<i>2015-16 School Year - Tia Auger - year 1</i>	Complete	3/18/2015	20,000.00					
	Simmons College				(10,000.00)	07/15/15	0.00		0.00
	University of NE				(10,000.00)	12/16/15	0.00		0.00
	<i>2016-17 School Year - Tia Auger - year 2</i>	Complete		20,000.00	(17,311.94)		0.00		0.00
	<i>2017-18 School Year - Tia Auger - year 3</i>	Complete		20,000.00	(13,630.92)		0.00		0.00
	<i>2018-19 School Year - Tia Auger -gap year</i>	N/A		0.00					
	<i>2019-20 School Year - Tia Auger - year 4</i>	Complete		20,000.00	(8,919.46)	11/20/19	0.00		0.00
	\$80,000 (\$20,000 per year x 4 years)	2/20/2019							
CambTr	<i>2019-20 School Year - Owen Fauth - Vassar - year 1</i>	Complete	2/20/2019	20,000.00	(20,000.00)	07/17/19	60,000.00		
	<i>2020-21 School Year - Owen Fauth -Vassar- year 2</i>	Partial (1/2 year)		20,000.00	(20,000.00)	07/20/20	40,000.00		
	<i>1/7/21 Ck #558441 Ck Returned from Vassar</i>			(10,000.00)	10,000.00	01/20/21	50,000.00		
	<i>Owen Fauth (reimb Summer tuition; books)</i>				(1,364.25)	06/15/21	48,635.75		
	<i>2021-22 School Year - Owen Fauth - year 2.5</i>			20,000.00	(20,000.00)	07/21/21	28,635.75		28,635.75
	<i>2022-23 School Year - Owen Fauth - year 3.5</i>			20,000.00					

Notes: 01200 Parks & Rec 62498; 01102 Library Disbursement 62498; 02020 Memorial Tree 62498

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

Date: 1/19/2022
To: Trustees of Trust Funds
From: Karen Gray, Senior Staff Accountant
RE: Capital Reserve Appropriation

Capital Reserve	Purpose of Deposit	Amount
#620 Transportation Improvement		
	10/1/21 - 12/31/21	23,060.00
Total Deposit Request		23,060.00

Amount of Deposit: \$23,060.00

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

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

Approved By Trustees:

X _____

X _____

X _____

X _____

X _____

PENTAMATION ENTERPRISES
 DATE: 01/08/2022
 TIME: 12:34:42

CITY OF KEENE, NEW HAMPSHIRE
 REVENUE STATUS REPORT

PAGE NUMBER: 1
 REVSTALL

SELECTION CRITERIA: revldgr.key_orn='00603' and revldgr.account='42218'
 ACCOUNTING PERIOD: 6/22

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	6,660.00	.00	47,072.00	52,928.00	47.07
	TOTAL FINANCE	100,000.00	6,660.00	.00	47,072.00	52,928.00	47.07
	TOTAL GENERAL GOVERNMENT	100,000.00	6,660.00	.00	47,072.00	52,928.00	47.07
	TOTAL GENERAL FUND	100,000.00	6,660.00	.00	47,072.00	52,928.00	47.07
	TOTAL REPORT	100,000.00	6,660.00	.00	47,072.00	52,928.00	47.07

24,0127 thru 9/30/21
 23,060 10/1 - 12/31/21



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: 1/19/2022
To: Trustees of Trust Funds
From: Karen Gray, Senior Staff Accountant
RE: Capital Reserve Withdrawals

Capital Reserve	Purpose of Withdrawal	Amount
#600 Fire Equipment		1,105.00
90003-21	Brush Truck	1,105.00
#607 Martell Court		15,021.17
08098-17	Force Main Emergency Plan	15,021.17
#608 Wastewater Treatment Plant		944.30
08082-ZZ	Sludge Pump Replacement	944.30
#611 Ambulance		260,000.00
90000-22	FY22 Ambulance	260,000.00
#612 Equipment		38,441.00
11003-A	FY22 Fleet	38,441.00
#613 Sewer Infrastructure		17,849.48
08055-B	Sewer Improvement (Roxbury)	17,849.48
#614 Water Infrastructure		146,190.95
05009-21	FY21 Water Distribution	9,656.34
05090-18	Drummer Hill Pump Replace	124,249.89
05094-20	Black Brook Tank Repairs	3,246.25
05095-20	Chapman Tank Repairs	3,246.25
05096-20	1.5 MG Storage Tank Repairs	5,792.22
#623 Reappraisal		8,134.87
90098-21	Assessing-FY21 Revaluation	8,134.87
#624 IT System & Infrastructure		112.30
90182-21	FY21 Server Replacement	112.30
Total Withdrawal Request		487,799.07

**Amount of
Withdrawal:** \$487,799.07

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

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

Approved By Trustees:
 X _____
 X _____
 X _____
 X _____
 X _____



City of Keene

New Hampshire

Effective January 6, 2022 the following individuals are currently appointed City of Keene, Trustees of Trust Funds and Cemetery Trustees.

Trustees

Term Expires

Martha Curtis
19 Carroll Street
Keene, NH 03431

12/31/2024
1st Term

Michael B. Forrest
7 Marguerite Street
Keene, NH 03431

12/31/2023
2nd Term

Marilyn Gemmell
40 D Stonehouse Lane
Keene, NH 03431

12/31/2022
1st Term

Jennie Newcombe
324 Main Street
Keene, NH 03431

12/31/2024
2nd Term

Susan H. Silver
62 Dale Drive
Keene, NH 03431

12/31/2022
2nd Term

Merri E.B. Howe, Finance Director
January 12, 2022

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: 11/30/2021

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	85,674.51	55,553.82	0.00	0.735562%	(1,277.32)	0.00	0.00	0.00	0.00	0.00	0.00	55,553.82	84,397.19	279.92	0.735562%	90.40	(49.44)	0.00	320.88	55,874.70	84,718.07
Abbott A. Lane Playground Fund	525	Parks/Recreation	Common Investment	1/1/1934	16,641.80	10,787.52	0.00	0.142879%	(248.11)	0.00	0.00	0.00	0.00	0.00	0.00	10,787.52	16,393.69	54.36	0.142879%	17.56	(9.60)	0.00	62.32	10,849.84	16,456.01
Ashuelot River Park Trust	529	Parks/Recreation	Common Investment	1/1/1996	502,998.64	397,199.08	0.00	4.318514%	(7,499.20)	0.00	0.00	0.00	0.00	0.00	0.00	397,199.08	495,499.44	20,465.68	4.318514%	530.73	(290.27)	(5,419.06)	15,287.08	412,486.16	510,786.52
Campo Santo Trust	570	Cemetery Perpetual Care	Common Investment	1/1/1959	14,245.75	10,689.78	0.00	0.122307%	(212.39)	0.00	0.00	0.00	0.00	0.00	0.00	10,689.78	14,033.36	1,094.13	0.122307%	15.03	(8.22)	0.00	1,100.94	11,790.72	15,134.30
Caroline H. Ingersoll	523	Parks/Recreation	Common Investment	1/1/1894	5,241.68	3,415.59	0.00	0.044500%	(78.15)	0.00	0.00	0.00	0.00	0.00	0.00	3,415.59	5,163.53	17.11	0.044500%	5.53	(3.02)	0.00	19.62	3,435.21	5,183.15
Caroline Ingersoll	543	Library	Common Investment	1/1/1894	5,165.68	3,413.60	0.00	0.044350%	(77.01)	0.00	0.00	0.00	0.00	0.00	0.00	3,413.60	5,088.67	291.63	0.044350%	5.45	(2.98)	0.00	294.10	3,707.70	5,382.77
Carrie K. Hersey Trust	548	Library	Common Investment	1/1/1974	176,083.62	114,163.72	0.00	1.511773%	(2,625.23)	0.00	0.00	0.00	0.00	0.00	0.00	114,163.72	173,458.39	9,940.00	1.511773%	185.79	(101.62)	0.00	10,024.17	124,187.89	183,482.56
Cemetery Trust Fund A - Perpetual Care of Cemeteries	565	Cemetery Perpetual Care	Common Investment	6/20/1985	1,968,055.21	1,294,794.10	0.00	16.896816%	(29,341.72)	0.00	0.00	0.00	0.00	0.00	0.00	1,294,794.10	1,938,713.49	6,430.63	16.896816%	2,076.56	(1,135.75)	0.00	7,371.44	1,302,165.54	1,946,084.93
Cemetery Trust Fund B - Cemetery Capital Reserve	568	Maintenance and Repair	Common Investment	8/20/1985	1,341,766.71	926,267.11	0.00	11.519790%	(20,004.38)	0.00	0.00	0.00	0.00	0.00	0.00	926,267.11	1,321,762.33	158,757.30	11.519790%	1,415.74	(774.32)	0.00	159,398.72	1,085,665.83	1,481,161.05
Charles A. Jones Fund	513	Parks/Recreation	Common Investment	1/1/1928	31,311.12	19,744.75	0.00	0.268823%	(466.82)	0.00	0.00	0.00	0.00	0.00	0.00	19,744.75	30,844.30	17,103.64	0.268823%	33.04	(18.07)	0.00	17,118.61	36,863.36	47,962.91
Clara B. Abbott	547	Library	Common Investment	1/1/1955	24,637.79	15,791.34	0.00	0.211529%	(367.32)	0.00	0.00	0.00	0.00	0.00	0.00	15,791.34	24,270.47	285.03	0.211529%	25.99	(14.22)	0.00	296.80	16,088.14	24,567.27
Clement Woodward Fund	503	Poor/Indigent	Common Investment	1/1/1960	1,119,347.71	725,791.33	0.00	9.610203%	(16,888.34)	0.00	0.00	0.00	0.00	0.00	0.00	725,791.33	1,102,659.37	151,015.50	9.610203%	1,181.06	(645.96)	0.00	151,550.60	877,341.93	1,254,209.97
Dinsmoor Woods Trust	526	Parks/Recreation	Common Investment	1/1/1980	6,531.02	4,229.43	0.00	0.056072%	(97.37)	0.00	0.00	0.00	0.00	0.00	0.00	4,229.43	6,433.65	21.32	0.056072%	6.89	(3.77)	0.00	24.44	4,253.87	6,458.09
Emily J. Elliot Daland	522	Parks/Recreation	Common Investment	1/1/1933	7,081.66	4,603.25	0.00	0.060800%	(105.58)	0.00	0.00	0.00	0.00	0.00	0.00	4,603.25	6,976.08	23.15	0.060800%	7.48	(4.09)	0.00	26.54	4,629.79	7,002.62
Flower Fund	566	Flower/Flag	Common Investment	1/1/1900	198,914.75	130,523.31	0.00	1.707790%	(2,965.82)	0.00	0.00	0.00	0.00	0.00	0.00	130,523.31	195,949.13	649.96	1.707790%	209.88	(114.79)	0.00	745.05	131,268.36	196,694.18
Frank Wright Scholarship Fund	581	Scholarship	Common Investment	1/1/1930	1,711,211.92	1,130,367.75	0.00	14.691677%	(25,512.44)	0.00	0.00	0.00	0.00	0.00	0.00	1,130,367.75	1,685,699.48	116,067.14	14.691677%	1,805.56	(987.52)	0.00	116,885.18	1,247,252.93	1,802,584.66
George A. Wheelock	521	Parks/Recreation	Common Investment	1/1/1906	73,306.18	47,537.94	0.00	0.629373%	(1,092.92)	0.00	0.00	0.00	0.00	0.00	0.00	47,537.94	72,213.26	239.53	0.629373%	77.34	(42.30)	0.00	274.57	47,812.51	72,487.83
George B. Elliot	545	Library	Common Investment	1/1/1931	1,739.88	1,126.92	0.00	0.014938%	(25.94)	0.00	0.00	0.00	0.00	0.00	0.00	1,126.92	1,713.94	104.04	0.014938%	1.84	(1.00)	0.00	104.88	1,231.80	1,818.82
George B. Elliot Fund	516	Library	Common Investment	1/1/1931	660.60	436.90	0.00	0.005672%	(9.85)	0.00	0.00	0.00	0.00	0.00	0.00	436.90	650.75	132.70	0.005672%	0.70	(0.38)	0.00	133.02	568.92	783.77
Greenlawn Cemetery	561	Cemetery Trust (Other)	Common Investment	1/1/1900	639,778.47	418,936.01	0.00	5.492843%	(9,538.45)	0.00	0.00	0.00	0.00	0.00	0.00	418,936.01	630,240.02	2,090.49	5.492843%	675.05	(369.21)	0.00	2,396.33	421,332.34	632,636.35
Ingersoll Collection Trust	585	Maintenance and Repair	Common Investment	1/1/1998	15,223.17	12,232.81	0.00	0.130699%	(226.96)	0.00	0.00	0.00	0.00	0.00	0.00	12,232.81	14,996.21	3,997.11	0.130699%	16.07	(8.79)	0.00	4,004.39	16,237.20	19,900.60
John E. Colony Cemetery Fund	567	Cemetery Perpetual Care	Common Investment	6/28/1945	30,286.77	22,011.61	0.00	0.260208%	(451.54)	0.00	0.00	0.00	0.00	0.00	0.00	22,011.61	29,835.23	14,748.17	0.260208%	31.95	(17.48)	0.00	14,762.64	36,774.25	44,597.87
John Symonds Fund	541	Library	Common Investment	1/1/1902	28,010.26	9,075.47	0.00	0.240483%	(417.60)	0.00	0.00	0.00	0.00	0.00	0.00	9,075.47	27,592.66	321.80	0.240483%	29.56	(16.16)	0.00	335.20	9,410.67	27,927.86
John T. Foster Library Trust	549	Library	Common Investment	1/1/2003	21,647.23	15,303.59	0.00	0.185853%	(322.74)	0.00	0.00	0.00	0.00	0.00	0.00	15,303.59	21,324.49	251.52	0.185853%	22.84	(12.49)	0.00	261.87	15,565.46	21,586.36
Keene Downtown Memorial Tree Fund	527	Beautification	Common Investment	1/1/1967	412,797.68	293,201.76	0.00	3.544091%	(6,154.40)	0.00	0.00	0.00	0.00	0.00	0.00	293,201.76	406,643.28	1,347.78	3.544091%	435.56	(238.22)	0.00	1,545.12	294,746.88	408,188.40
Marcus W. Knight	576	Maintenance and Repair	Common Investment	1/1/1932	219,314.19	154,354.54	0.00	1.882931%	(3,269.75)	0.00	0.00	0.00	0.00	0.00	0.00	154,354.54	216,044.44	8,616.94	1.882931%	231.40	(126.56)	0.00	8,721.78	163,076.32	224,766.22
Maria Giffin Fund	514	Poor/Indigent	Common Investment	1/1/1914	6,365.96	4,132.81	0.00	0.054655%	(94.91)	0.00	0.00	0.00	0.00	0.00	0.00	4,132.81	6,271.05	1,284.40	0.054655%	6.71	(3.67)	0.00	1,287.44	5,420.25	7,558.49
Maria W. Osborne Library Fund	546	Library	Common Investment	1/1/1909	859.00	559.83	0.00	0.007375%	(12.81)	0.00	0.00	0.00	0.00	0.00	0.00	559.83	846.19	105.59	0.007375%	0.91	(0.50)	0.00	106.00	665.83	952.19
Mary P. Lane Trust Fund	502	Poor/Indigent	Common Investment	1/1/1934	102,502.95	66,455.21	0.00	0.880043%	(1,528.21)	0.00	0.00	0.00	0.00	0.00	0.00	66,455.21	100,974.74	334.93	0.880043%	108.16	(59.15)	0.00	383.94	66,839.15	101,358.68
Mary R. Hall Charitable Fund	501	Poor/Indigent	Common Investment	1/1/1907	31,630.67	20,537.50	0.00	0.271566%	(471.58)	0.00	0.00	0.00	0.00	0.00	0.00	20,537.50	31,159.09	103.36	0.271566%	33.37	(18.25)	0.00	118.48	20,655.98	31,277.57
Mary R. Hall Library Fund	544	Library	Common Investment	1/1/1907	2,609.89	1,689.77	0.00	0.022407%	(38.91)	0.00	0.00	0.00	0.00	0.00	0.00	1,689.77	2,570.98	150.14	0.022407%	2.76	(1.51)	0.00	151.39	1,841.16	2,722.37
Maurice Alger Scholarship Fund	582	Scholarship	Common Investment	1/1/1970	309,365.13	202,308.60	0.00	2.656066%	(4,612.32)	0.00	0.00	0.00	0.00	0.00	0.00	202,308.60	304,752.81	2,387.74	2.656066%	326.42	(178.53)	0.00	2,535.63	204,844.23	307,288.44
Milan F. Jones Fund	512	Flower/Flag	Common Investment	1/1/1934	12,941.29	8,391.15	0.00	0.111108%	(192.94)	0.00	0.00	0.00	0.00	0.00	0.00	8,391.15	12,748.35	42.30	0.111108%	13.65	(7.47)	0.00	48.48	8,439.63	12,796.83
Miscellaneous Cemeteries	564	Cemetery Trust (Other)	Common Investment	1/1/1900	41,461.40	26,181.40	0.00	0.355968%	(618.15)	0.00	0.00	0.00	0.00	0.00	0.00	26,181.40	40,843.25	135.48	0.355968%	43.75	(23.93)	0.00	155.30	26,336.70	40,998.55
Police Benevolent Fund	510	Police/Fire	Common Investment	1/1/1901	290,485.83	172,262.33	0.00	2.493977%	(4,330.85)	0.00	0.00	0.00	0.00	0.00	0.00	172,262.33	286,154.98	61,387.88	2.493977%	306.50	(167.64)	0.00	61,526.74	233,789.07	347,681.72
Renouf Firefighters Relief Fund	511	Police/Fire	Common Investment	1/1/1888	161,268.27	89,540.42	0.00	1.384575%	(2,404.35)	0.00	0.00	0.00	0.00	0.00	0.00	89,540.42	158,863.92	120,303.83	1.384575%	170.16	(93.07)	0.00	120,380.92	209,921.34	279,244.84
Serena W. Upton Fund	515	Poor/Indigent	Common Investment	1/1/1929	38,959.06	26,822.88	0.00	0.334485%	(580.84)	0.00	0.00	0.00	0.00	0.00	0.00	26,822.88	38,378.22	5,280.92	0.334485%	41.11	(22.48)	0.00	5,299.55	32,122.43	43,677.77
Simons, Eastburn & Morse	500	Poor/Indigent	Common Investment	1/1/1887																					

CITY OF KEENE, NH
 REPORT OF THE TRUSTEES OF TRUST FUNDS
 CAPITAL RESERVE (ACCOUNT NUMBER XXX4474)
 FOR YEAR ENDING: 06/30/2022
 AS OF: 11/30/2021

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	266,871.17	0.00	1.695697%	24.34	0.00	0.00	0.00	267,056.87	266,310.85	0.00	1.695697%	161.36	0.00	0.00	0.00	267,056.87
Bridge Capital Reserve	617	Maintenance and Repair	Common Investment	1/1/2002	1,010,123.81	0.00	6.418318%	92.14	0.00	0.00	0.00	1,010,826.71	1,008,002.97	0.00	6.418318%	610.76	0.00	0.00	0.00	1,010,826.71
City Hall Parking Deck Capital Reserve	615	Maintenance and Repair	Common Investment	1/1/1999	225,639.72	0.00	1.433713%	20.58	0.00	0.00	0.00	225,796.73	225,165.97	0.00	1.433713%	136.43	0.00	0.00	0.00	225,796.73
Downtown Infrastructure and Facility Capital Reserve	619	Economic Development	Common Investment	1/1/2008	1,864,406.29	0.00	11.846422%	170.06	0.00	0.00	0.00	1,865,703.64	1,860,491.80	0.00	11.846422%	1,127.29	0.00	0.00	0.00	1,865,703.64
Emergency Communication Capital Reserve	622	Capital Reserve (Other)	Common Investment	5/7/2020	7,135.57	0.00	0.045339%	0.65	0.00	0.00	0.00	7,140.54	7,120.59	0.00	0.045339%	4.32	0.00	0.00	0.00	7,140.54
Fire Equipment Capital Reserve	600	Police/Fire	Common Investment	1/1/1968	432,316.33	0.00	2.676545%	38.42	0.00	0.00	(11,078.00)	421,531.44	420,353.89	0.00	2.676545%	254.69	0.00	0.00	0.00	421,531.44
Fleet Equipment Capital Reserve	612	Maintenance and Repair	Common Investment	1/1/1998	972,303.17	0.00	6.178006%	88.69	0.00	0.00	0.00	972,979.75	970,261.73	0.00	6.178006%	587.89	0.00	0.00	0.00	972,979.75
Hazardous Waste Site Capital Reserve	605	Environmental Purposes	Common Investment	1/1/1988	50,983.87	0.00	0.323951%	4.65	0.00	0.00	0.00	51,019.35	50,876.83	0.00	0.323951%	30.83	0.00	0.00	0.00	51,019.35
Information Technology Systems and Infrastructure Capital Reserve	624	Capital Reserve (Other)	Common Investment	5/7/2020	73,355.11	0.00	0.466098%	6.69	0.00	0.00	0.00	73,406.15	73,201.09	0.00	0.466098%	44.35	0.00	0.00	0.00	73,406.15
Intersection Improvements Capital Reserve	603	Economic Development	Common Investment	1/1/1986	2,006.62	0.00	0.012750%	0.18	0.00	0.00	0.00	2,008.01	2,002.40	0.00	0.012750%	1.21	0.00	0.00	0.00	2,008.01
Landfill Closure Capital Reserve	601	Environmental Purposes	Common Investment	1/1/1980	22,250.55	0.00	0.141380%	2.03	0.00	0.00	0.00	22,266.03	22,203.83	0.00	0.141380%	13.45	0.00	0.00	0.00	22,266.03
Martel Court Pumping Station Capital Reserve	607	Maintenance and Repair	Common Investment	1/1/1992	776,107.08	0.00	4.931378%	70.79	0.00	0.00	0.00	776,647.13	774,477.57	0.00	4.931378%	469.26	0.00	0.00	0.00	776,647.13
Reappraisal Capital Reserve	623	Capital Reserve (Other)	Common Investment	5/7/2020	52,062.47	0.00	0.257336%	3.69	0.00	0.00	(11,562.58)	40,528.07	40,414.85	0.00	0.257336%	24.49	0.00	0.00	0.00	40,528.07
Road and Sidewalk Infrastructure Capital Reserve	621	Maintenance and Repair	Common Investment	5/7/2020	789,370.88	0.00	5.015656%	72.00	0.00	0.00	0.00	789,920.16	787,713.52	0.00	5.015656%	477.28	0.00	0.00	0.00	789,920.16
Sewer Infrastructure Capital Reserve	613	Maintenance and Repair	Common Investment	1/1/1998	3,158,124.30	0.00	20.002074%	287.15	0.00	0.00	(10,169.92)	3,150,144.89	3,141,344.98	0.00	20.002074%	1,903.36	0.00	0.00	0.00	3,150,144.89
Transfer/Recycling Center Capital Reserve	610	Maintenance and Repair	Common Investment	1/1/1998	285,539.81	0.00	1.814318%	26.05	0.00	0.00	0.00	285,738.51	284,940.30	0.00	1.814318%	172.65	0.00	0.00	0.00	285,738.51
Transportation Improvements Capital Reserve	620	Maintenance and Repair	Common Investment	1/1/2015	505,186.03	0.00	3.209948%	46.08	0.00	0.00	0.00	505,537.57	504,125.35	0.00	3.209948%	305.46	0.00	0.00	0.00	505,537.57
Wastewater Treatment Plant Capital Reserve	608	Maintenance and Repair	Common Investment	1/1/1992	2,053,789.45	0.00	13.049761%	187.34	0.00	0.00	0.00	2,055,218.59	2,049,477.34	0.00	13.049761%	1,241.80	0.00	0.00	0.00	2,055,218.59
Water Infrastructure Capital Reserve	614	Maintenance and Repair	Common Investment	1/1/1998	2,585,911.61	0.00	15.924447%	228.60	0.00	0.00	(79,700.06)	2,507,955.50	2,500,949.52	0.00	15.924447%	1,515.35	0.00	0.00	0.00	2,507,955.50
Water Treatment Facility Capital Reserve	609	Maintenance and Repair	Common Investment	1/1/1993	419,663.31	0.00	2.666537%	38.28	0.00	0.00	0.00	419,955.34	418,782.20	0.00	2.666537%	253.75	0.00	0.00	0.00	419,955.34
Wells Street Parking Facility Capital Reserve	616	Maintenance and Repair	Common Investment	1/1/1999	297,502.17	0.00	1.890326%	27.14	0.00	0.00	0.00	297,709.19	296,877.54	0.00	1.890326%	179.88	0.00	0.00	0.00	297,709.19
TOTALS					15,850,649.32	0.00	100.000000%	1,435.55	0.00	0.00	(112,510.56)	15,749,090.17	15,705,095.12	0.00	100.000000%	9,515.86	0.00	0.00	0.00	15,749,090.17