



## Trustees of Trust Funds

### AGENDA

City Hall 3<sup>rd</sup> Floor Conference Room  
January 15, 2025  
9:30 AM

Martha Curtis, Chairman  
Marilyn Gemmell, Vice Chairman  
Michelle Howard  
Allen Mendelson  
Malcolm Katz

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1. Election of Trustee of Trusts Fund & Cemetery Trust Chairman and Vice Chairman
  2. Approval of the December 2024 minutes
  3. Periodic Review of Trusts and Capital Reserves- Cambridge Trust presenting in person
    - Susan Martore-Baker, President of Cambridge Trust, NH
    - Eric Jussaume, Sr Vice President
    - Lisa Tourangeau, Relationship Manager
  4. Common Trust Fund
    - a. Use of Funds – Request from Carrah Fisk-Hennessey, Parks & Rec Director to purchase pins and lot markers
    - b. Approval of Receipts –
      - i. Cemetery Lot Sales July 2024-December 2024 **\$3,600.00**
        - #968 Cemetery Trust Fund A – Perpetual Care of Cemeteries = \$1,800.00
        - #974 Cemetery Trust Fund B – Cemetery Capital Reserve = \$1,800.00
      - c. Approval of Disbursements – **\$1,357.12**
        - i. #936 Ashuelot River Park Trust - \$357.12
          - Dian Mathews (Garden Kit)- \$217.12
          - Gemgraphics - \$140.00
        - ii. #908 Police Benevolent Fund \$1,000.00
          - Annual contribution for maintenance and replacement equipment
  5. Capital Reserve Portfolio
    - a. Approval of Receipts
      - i. None
    - b. Approval of Disbursements – **\$84,092.46**
      - i. #800 Ambulance Capital Reserve = \$34,259.90
      - ii. #810 Downtown Infrastructure and Facility Capital Reserve = \$644.81

- iii. #812 Transportation Improvement = \$27,531.10
- iv. #822 Parks & Facilities Infrastructure = \$420.00
- v. #830 Martel Court Pumping Station = \$2,598.55
- vi. #834 Sewer Infrastructure Capital Reserve = \$16,718.60
- vii. #842 Water Infrastructure Capital Reserve = \$1,919.50

6. Distribution of MS9 for the period ending December 31, 2024.

- a. Common Trust Funds
- b. Capital Reserve Funds

7. Updates/Future Items

- a. 2025 Scholarships
- b. Periodic Review of Trusts and Capital Reserves – Cambridge Trust
  - i. April 16, 2025 – Cambridge Trust electronic review
- c. Review of Trust Fund Overview
  - i. #918 Serena W Upton Fund
  - ii. #916 Maria Giffin Charitable Fund
  - iii. #920 / #948 George B Elliot Charitable Fund