

City of Keene
NEW HAMPSHIRE

TRUSTEES OF TRUST FUNDS
MEETING MINUTES

Tuesday, June 15, 2021 9:30 AM City Hall-2nd Floor Conference Room

Members Present:

Sue Silver
Michael Forrest
Marilyn Gemmell, Vice Chair

Staff Present:

Karen Gray, Senior Staff Accountant

Absent:

Jennie Newcombe, Chair
Katherine Snow

Other:

Vice Chair Gemmell called the meeting to order at 9:30 AM and welcomed everyone back to the first in-person meeting since February 2020 and the COVID-19 State of Emergency.

Approval of Minutes

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

COMMON TRUST FUNDS

RECEIPTS

None

DISBURSEMENTS

#529 Ashuelot River Park Trust

Vice Chair Gemmell presented a disbursement in the amount of \$1,065.00 to reimburse the City of Keene for payments made to FA Bartlett for a soil application. 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.

#581 Frank Wright Scholarship

Vice Chair Gemmell presented a disbursement in the amount of \$1,364.25 to reimburse Owen Pratt for tuition and books for a summer course. Ms. Gray indicated that proper documentation from Owen had been received and that he was only requesting a portion of the total tuition to be reimbursed as he had received a 50% discount because of his father's affiliation with UNH.

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

CAPITAL RESERVES

RECEIPTS

None

DISBURSEMENTS

Vice Chair Gemmell presented disbursements totaling \$596,298.99 noting that the funds are reimbursing the City of Keene. Supporting documentation was presented for the Trustees review.

- #600 Fire Equipment = \$545,327.39
- #608 Wastewater Treatment Plant = \$34,390.48
- #609 Water Treatment Plant = \$567.00
- #613 Sewer Infrastructure = \$7,329.67
- #614 Water Infrastructure = \$4,254.75
- #623 Reappraisal = \$4,429.70

Trustee Snow 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

Vice Chair Gemmell asked if there were any questions on the MS9 reports for the Common Trust, Capital Reserves and Library Renovation Trust for the period ending May 31, 2021. No questions were asked.

Updates/Future Items

None

The meeting adjourned at 10:00 AM.

Respectfully submitted,
Karen P. Gray