

City of Keene  
NEW HAMPSHIRE

**TRUSTEES OF TRUST FUNDS  
MEETING MINUTES**

**Wednesday, November 17, 2021    9:30 AM    City Hall-2<sup>nd</sup> 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