



## Trustees of Trust Funds

### AGENDA

City Hall 3<sup>rd</sup> Floor Conference Room  
July 17, 2024  
9:30 AM

Martha Curtis, Chairman  
Marilyn Gemmell, Vice Chairman  
Michelle Howard  
Allen Mendelson  
Jennie Newcombe

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1. Approval of the May 2024 minutes
  2. 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
  3. Approval and authorization of on-line submission of the MS9 and MS10 for year ending June 30, 2024
  4. Approval of Policies
    - a. Capital Reserve Investment Policy
    - b. Trustee of Trust Funds Investment Policy
  5. Common Trust Fund
    - a. Use of Funds - None
    - b. Approval of Receipts
      - i. 974 Cemetery Trust Fund B
        - Rebate from Fred Hamblet, LLC – \$1,350.60
        - Rebate from Standard Power of America - \$1,000.00
      - ii. Cemetery Lot Sales through June 30, 2024
        - #968 Cemetery Trust Fund A- Perpetual are of Cemeteries = \$5,850.00
        - #974- Cemetery Trust Fund B – Cemetery Capital Reserve = \$ 5,850.00
    - c. Approval of Disbursements –
      - i. 974 Cemetery Trust B City of Keene \$3,900.00
        - Peterborough Marble & Granite \$900.00
        - Bahar Mapping \$3,000.00
  6. Capital Reserve Portfolio
    - a. Approval of Receipts
      - i. None
    - b. Approval of Disbursements = \$481,279.15
      - i. #802 Fire Equipment = \$3,625.00
      - ii. #810 Downtown Infrastructure & Facility = \$43,135.09

- iii. #812 Transportation Improvement = \$4,943.63
- iv. #814 Road & Sidewalk Infrastructure = \$1,358.34
- v. #816- Emergency Communication = \$22,252.06
- vi. #822 Parks & Facilities Infrastructure = \$51,406.00
- vii. #832 Water Treatment Plant = \$99,494.40
- viii. #834 Sewer Infrastructure = \$19,791.90
- ix. #840 Water Treatment Plant = \$5,994.30
- x. #842 Water Infrastructure = \$132,900.37
- xi. #860 Fleet Equipment = \$96,378.06

7. Distribution of MS9's for period ending May 31, 2024 and June 30, 2024

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

8. Updates/Future Items

- a. Next Scheduled meeting is August 21, 2024
- b. Periodic Review of Trusts and Capital Reserves – Cambridge Trust
  - i. October 16, 2024 – Cambridge Trust electronic Review
  - ii. December 18, 2024 – 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