

**City of Keene**  
**NEW HAMPSHIRE**

**TRUSTEES OF TRUST FUNDS**  
**MEETING MINUTES**

**Wednesday, March 18, 2026**

**9:30 AM**

**City Hall-3rd Floor Conference Room**

**Members Present:**

Allen Mendelson  
Michelle Howard  
Martha Curtis  
Andrew Royce  
Janelle Sartorio

**Staff Present:**

Sherry Miller, Senior Staff Accountant

**Absent:**

Heather Scheck, Alternate

Chair Mendelson called the meeting to order at 9:30 AM with Trustees, Howard, Curtis, Royce and Sartorio present.

**Renouf Fund Cy Pres Update** – City Attorney, Amanda Palmeira and Deputy City Attorney, Brandon Latham met with the Trustees, Fire Chief, Jason Martin and Fire Administration Representative, Kelly Derosier to give an update on the Renouf Cy Pres. Attorney Palmeira confirmed with all that the intent of doing the Cy Pres was to change the language to allow for the installation and purchase of gym equipment at the Central Fire Station. It was noted that the intent of the Renouf Firefighters Relief Fund is to provide financial support should a firefighter get hurt while on duty. With the implementation of Workers Compensation, this fund has not been utilized. Everyone agreed and after discussing several options,

*Trustee Royce made a motion to support a Cy Pres action that would seek the following: keep the distribution of funds for injured firefighters capped at the 2000 deviation action of \$15,000, and to establish a maintenance fund with a \$5,000 disbursement to start the fund off, replenishment to this fund will be upon request and be at the recommendation of the Fire Chief or his designee, and any requests to purchase replacement equipment will come before the Trustees. In addition, the Cy Pres shall allow for Firefighters designated by the Fire Chief or his designee to be properly certified through IAAF to train others in physical training on said equipment. Expenses will be for initial training and recertification. These requests will go before the Trustees. Howard seconded. Motion carried unanimously.*

**#936 Ashuelot River Park Trust Budget 2026**

Carrah Fisk-Hennessey presented the CY2026 Ashuelot River Park budget. The proposed budget of \$12,800 is \$1,700 less than last year. Carrah stated that working with Public Works has been beneficial in keeping costs down.

*Trustee Curtis made a motion to accept the ARP Budget as presented, Trustee Howard seconded. Motion carried unanimously.*

**Approval of Minutes**

*Trustee Sartorio made a motion to approve the minutes of the February 18, 2026, meetings as presented, Trustee Curtis seconded. Motion carried unanimously.*

## **COMMON TRUST FUNDS**

### **APPROVAL FOR USE OF FUNDS –**

#### **#974 Cemetery Trust B**

Chair Mendelson presented a request for use of funds totaling \$10,975.00 to reimburse the City of Keene for payment made to Grever & Ward. Supporting documents were included for the Trustees review.

*Trustee Royce made a motion to approve the request as presented. Trustee Howard seconded. Motion carried unanimously.*

Receipts- NONE

## **CAPITAL RESERVES**

### **RECEIPTS**

None.

### **DISBURSEMENTS**

Chair Mendelson presented disbursements totaling \$192,853.44 noting that the funds are reimbursing the City of Keene for the period through February. Supporting documentation was presented for the Trustees review.

- #806 Bridge = \$10,095.43
- #810 Downtown Infrastructure = \$13,152.16
- #812 Transportation Improvements = \$34,273.35
- #818 Reappraisal = \$5,913.90
- #834 Sewer Infrastructure = \$6,438.60
- #850 City Hall Parking \$5,000.00
- #860 Fleet Equipment = \$117,980.00

*Trustee Sartorio made a motion to approve the disbursements as presented. Trustee Curtis seconded. Motion carried unanimously.*

## **DISTRIBUTION OF MS9S**

Chair Mendelson asked if there were any questions on the MS9 reports for the Common Trust and Capital Reserves for the period ending February 28, 2026. No questions were asked.

## **UPDATES/FUTURE ITEMS**

The Serana W. Upton fund was briefly discussed. It was agreed to invite someone from Human Services to a future meeting that has a light agenda to discuss how the Human Services funds are used.

The meeting adjourned at 10:37 AM.

Respectfully submitted,  
Sherry Miller