

Goffstown Trustees of Trust Funds
Meeting Minutes
August 8, 2023

In Attendance: Chair Melanie Renfrew-Hebert, Fred Plett, Bill Tucker, Alternate Brian Lombardi, staff Liaison Danielle Basora

Call to Order:

5:58 P.M.

Approval of July 25, 2023 Minutes as corrected. Motion to approve- Brian Tucker, Second Fred Plett, passed 3-0.

Old Business:

- **School-** Provided a \$250,000 check to the School District Facility Capital Reserve fund voted by the voters (Article 4) at the Annual School meeting held March 14, 2023. Moved by Bill Tucker, seconded by Fred Plett, to accept and deposit the funds. Passed 3-0.
- **Goffstown Town Hall Restoration Fund Deposit** - \$30 deposit. We accept without vote.
- **Request for Disbursement from Cemetery Trustees** – for the Memorial Day Flower Fund revision of request. Line items didn't have funds and they made adjustments accordingly. This included the K. Holler fund, and the Ethel Cilley fund. The Chair asked the Cemetery Trustees to edit the form, and in the future include all funds they are drawing from, not all funds listed. The disbursements are \$495. Bill Tucker moved approval of the disbursements. Fred Plett seconded. Voted 3-0.
- **Request from Cemetery Flower Fund** – This comes from multiple accounts. It is requested from the cemetery trustees on behalf of the Goffstown Community Flower Club. The Cemetery accounts are in the MS-9 by account. Two funds were in question – the K. Holler and Ethel Cilley funds. There is a \$60 balance in the K. Holler fund and negative balance in the Ethel Cilley fund. Bill Tucker moved approval, seconded by Fred Plett, to approve subject to corrections of typographical errors. Passed 3-0.
- **Scholarship letters were delivered!** We commended.
- **Bartlett** – Capital Reserve Fund closure was complete. Mid-Year report will be shown as closed.
- **SAU Boiler** disbursement – paperwork hasn't been updated.
- **Review of Clarfeld and NHPDIP Statements** – nothing noted.
- **Meeting Minutes from last meeting.** Please note changes.

New Business:

- **Cemetery Trustees Discussion** – Chair Renfrew- Hebert stated that we've had e-mail discussions with Jen Brown of the Historic Society concerning updating headstones. They've have asked us to look at some funds to enable these updates. The particular funds are MS-9 Lines 1, 2, 3, 104, 107 and 108. She wanted to attend a meeting. The Chair and staff Liaison Basora replied that it would not be appropriate for her to attend, since the request must come from the Cemetery Trustees. She did attend the Cemetery Trustee meeting last week. Jean Walker from the Cemetery Trustees then came to Danielle Basora's office asking to research these accounts to see what they can expend. Jean also approached Chair Renfrew-Hebert. Jean Walker would be pleased to receive answers in writing rather than e-mail. We have documents MS-9 numbers 1, 2 and 3. We will be looking for 104, 107 and 108. Whatever we have will be sent to the Secretary State and to Danielle to be uploaded to our shared server. We appear to be missing page 1 of these documents.
- **Mildred Stark Documents.** Chair Hebert is also locating these documents for a project that Derek Horne for a project he is working on.
- **Clarfeld** – They want to come in to do a presentation as in the past and answer any questions we might have. We are now looking at the October meeting. We have questions about technology. Room 201 should be sufficient. We want them to talk about investment strategy. Brian did a search of other towns, who have posted online a range of percentages for types of investments. Should we start the meeting ½ hour before Clarfeld shows up so we have an internal discussion? We need to sign a policy. We should ask them to send a draft policy in advance. We should discuss dividend paying stocks, especially for annual maintenance funds tied to income. We should have Clarfeld show up at 6:30 PM October 16th.

Adjournment

To adjourn the meeting at 6:36 PM. All in favor.