



FINAL

TOWN OF GRANTHAM NEW HAMPSHIRE
TRUSTEES OF THE TRUST FUNDS MEETING MINUTES
JANUARY 14, 2020
300 Route 10 South, Grantham, NH 03753

Trustee Fogg called the meeting of the Town of Grantham Trustees of Trust Funds (TTF) to order at 1:30 p.m. on Tuesday January 14, 2020, in the Jerry Whitney Memorial Conference Room in the Grantham Town Building, located at 300 Route 10 South in Grantham, New Hampshire.

PRESENT: Trustee Maria Dahlman, Trustee Robert Fogg, and Board Clerk Emily Owens

PUBLIC: Evan Weaver

REVIEW AND APPROVE MINUTES OF THE DECEMBER 10, 2019 MEETING: A motion was made by Trustee Dahlman, and seconded by Trustee Fogg, to approve the minutes of the December 10, 2019 meeting. *Approved Unanimously.*

OLD BUSINESS:

- **WITHDRAWAL REQUEST TOWN OF GRANTHAM:** On December 10, 2019 Trustee Dahlman delivered the check for \$14,739.82, from the Police Vehicle Capital Reserve Fund (TTF #550), to the Selectmen's Office. As of December 31, 2019, the remaining balance in the Police Vehicle Capital Reserve Fund (TTF #550) is \$30,232.39.
- **TRUSTEE ADMINISTRATION:**
 - **CHANGE MEETING TIME:** Starting in January 2020 the Trustees have changed the meeting time from 1:00 PM to 1:30 PM to reflect changes in their schedules.
 - **CHANGE FEBRUARY DATE:** Trustee Fogg noted the February meeting is tentatively scheduled for the same date as the New Hampshire primary. The Trustees decided to move the meeting to February 18, 2020 at 1:30 PM. This meeting will only occur if the Trustees have received requests for reimbursement or decide there is business to discuss.
 - **TRUSTEE'S ROLE AND RESPONSIBILITIES:** Trustee Dahlman delivered the updated job description to Town Administrator Melissa White.

NEW BUSINESS:

- **SUGAR RIVE BANK REMOVAL OF JAMES COAKLEY:** The Trustees accepted James Coakley resignation effective December 31, 2019. Trustee Dahlman will prepare a letter for Sugar River Bank advising them that James Coakley has resigned and is no longer authorized to sign on any of the trust fund accounts.

- **INTERVIEW EVAN WEAVER:** Trustee Fogg introduced Evan Weaver as having interest in the recently vacated Trustee position. Mr. Weaver explained he is interested in learning about trust funds and non-profit financing. Trustee Fogg reviewed Mr. Weaver's resume and felt he is qualified for the position. The Trustees thanked Mr. Weaver for his time today and interest in the position.
- **INVESTMENT POLICY:** Trustee Dahlman sent a copy of the updated Town of Grantham Procedures and Investment Policy for FY 2019-2020 to Audrey Blodget, paralegal with the NH DOJ for filing with the Attorney General as required by RSA 35:25.

Trustee Fogg made a motion to enter non-public session under RSA 91-A:3, II(c), **Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the body or agency itself, unless such person requests an open meeting**, seconded by Trustee Dahlman. Trustee Fogg conducted a Roll Call of all Present Members, a vote was taken to enter the non-public and all Board Members indicated "Aye" affirming the entering of the non-public. Non-public Entered 2:14 p.m. Trustee Fogg made a motion to exit non-public session, seconded by Trustee Dahlman. Non-public Exited 2:16 p.m.

Trustee Fogg made a motion to recommend Evan Weaver, to the Board of Selectmen, for the position of Trustee of the Trust Funds, seconded by Trustee Dahlman. **Approved Unanimously.** Trustee Fogg will prepare a letter to the Board of Selectmen for the January 22, 2020 meeting.

- **LETTER FROM JAMES COAKLEY:** Trustee Fogg and Trustee Dahlman sorted through items left by James Coakley.

ADJOURNMENT: There being no further business, a motion was made by Trustee Dahlman, seconded by Trustee Fogg and approved unanimously to adjourn at 2:40 PM. The next Trustee meeting is scheduled for Tuesday February 18, 2020, at 1:30 PM in the Jerry Whitney Memorial Room.

Respectfully submitted,

Emily Owens, Board Clerk