

# FINAL

## TOWN OF GRANTHAM TRUSTEES OF TRUST FUNDS MEETING MINUTES NOVEMBER 12, 2019

Trustee Coakley called the meeting of the Town of Grantham Trustees of Trust Funds (TTF) to order at 1:00 p.m. on Tuesday November 12, 2019, in the Jerry Whitney Memorial Conference Room in the Grantham Town Building, located at 300 Route 10 South in Grantham.

**PRESENT:** Trustee James Coakley, Trustee Maria Dahlman, and Trustee Robert Fogg.

**REVIEW AND APPROVE MINUTES OF THE OCTOBER 8, 2019 MEETING:** A motion was made by Trustee Fogg, and seconded by Trustee Dahlman, to approve the minutes of the October 8, 2019 meeting. *Approved Unanimously.*

### **BOOKKEEPER'S REPORT:**

- **VILLAGE DISTRICT OF EASTMAN (VDE):** The Trustees approved the VDE withdrawal request on October 8, 2019, Trustee Fogg delivered the following checks to Amy Lewis on the same date.
  1. TTF 587 General Wastewater System Repair and Upgrades - \$88,630.48.
  2. TTF 583 Wastewater Disposal Ops & Maintenance - \$18,494.12.
  3. TTF 534 Water Mains and Valves Maintenance - \$74,391.92.
  4. TTF 533 Generators and Pumps - \$4,963.00.
  5. TTF 555 Water Treatment and Maintenance - \$4,963.87.
  6. TTF 574 Alternative Energy Studies (to close account) - \$15.91.
- **VILLAGE DISTRICT OF EASTMAN (VDE) DEPOSIT:** \$50,000.00 was deposited on October 16, 2019 into TTF # 583 General Wastewater System Operations and Upgrades.
- **SAU #75 DEPOSIT NEW ACCOUNT:** On October 16, 2019 the Grantham Playground Expendable Trust Fund # 590 was established per Warrant Article 4 approved at the March 5, 2019 Annual Grantham School District Meeting. The account was opened as a statement savings account at Sugar River Bank (SRB) with a deposit of \$50,000.00 for the purpose of maintaining, renovating, and improving the Grantham Village School playground.

### **OLD BUSINESS:**

- **CEMETERY FUNDS:** Trustee Fogg had a conversation with Cemetery Trustee C. Peter James regarding funds available and potential reimbursement for the Town. Trustee Dahlman will ask at the NHMA Conference tomorrow how far back the Trustees can request reimbursement for expenditures. The Trustees and their contacts have been

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unable to locate the original documentation regarding the Madison and Alison Howe Perpetual Care Fund as well as the originating documentation for the Cemetery Maintenance Fund and the Cemetery Development Fund. Since such documentation would assist the Trustees in processing any request for reimbursement from the town or the Cemetery Trustees, Trustee Dahlman will check with the Town Clerk and Town Historical Society for a copy.

- **INTEREST RATE ON TTF # 589 ROAD IMPROVEMENT ETF:** Trustee Dahlman verified SRB provided the minimum contracted interest rate of 1.57% from October 1 through October 31, 2019. Additionally, she verified that SRB applied the previous contracted interest rate of 2.00% from the creation of the fund, on July 2, 2019 through September 30, 2019.
- **TAX IDENTIFICATION NUMBERS:** Trustee Dahlman asked Terry Knowles what tax identification number the Trustees should be using and the response was the Town's tax identification number. Trustee Coakley had concerns because the VDE are not a subdivision of the Town. Trustee Dahlman requested further clarification from Terry Knowles and she will report back.

## **NEW BUSINESS:**

- **NHMA CONFERENCE NOVEMBER 13, 2019:** Trustee Dahlman will attend the NHMA Conference on November 13, 2019 in Manchester, NH.

**ADJOURNMENT:** There being no further business, a motion was made by Trustee Fogg, seconded by Trustee Dahlman and approved unanimously to adjourn at 1:39 PM. The next Trustee meeting is scheduled for Tuesday January 14, 2019, at 1:00 PM in the Jerry Whitney Memorial Room. Unless needed to approve a reimbursement request, there will not be a meeting in December.

Respectfully submitted,  
Emily Owens, Board Clerk