

## Approved Minutes

New Durham Trustees of the Trust Fund(TOTF) Meeting

November 29,2021 at 6PM

New Durham Town Hall

Present: Angela Pruitt, David Bickford, and Fred Quimby

Guests: Nicole Zoltko and Anina Soucy

Bickford called the meeting to order at 6:00PM

### New Business:

Draft Minutes from the July 28, 2021 TOTF Meeting were distributed. Quimby moved and Pruitt seconded a motion to approve the draft minutes as written. The vote in favor of the motion was unanimous.

### Requested transfer of funds

1. The New Durham Board of Selectmen(BOS) requests the TOTF to transfer, from the Road Construction Capital Reserve Fund (CRF) to the Town's General Fund, the sum of \$4000.00 for engineering services provided by Weston and Samson for stormwater management on Meaders Point Road. Quimby moved and Pruitt seconded a motion to approve this transfer. The vote in favor was unanimous.
2. The BOS requests the TOTF to transfer, from the Vehicle Equipment Maintenance CRF to the Town's General Fund, the sum of \$6000.00 for repair of the Town's grader by Chadwick-Baross of Westbrook, Maine. Pruitt moved and Bickford seconded a motion to approve the transfer of \$6000.00. The vote in favor was unanimous. Please note that the BOS motion was for "up to \$6000.00" for this repair which actually totaled \$11,073.58.
3. The BOS requests the TOTF to transfer, from the Shirley Timber Trust Fund to the Town's General Fund, the sum of \$1500.00 for the Town's contribution to the Kingswood Youth Center. Bickford moved and Quimby seconded a motion to approve this transfer. The vote in favor was unanimous.
4. The BOS requests the TOTF to transfer, from the Public Safety Facility CRF to the Town's General Fund, the sum of \$5345.00 for security camera upgrades. Quimby moved and Pruitt seconded a motion to approve this transfer. The vote in favor was 2 with 1 opposed. The motion passed. Bickford did not feel "cameras" should be considered part of construction, additions, renovations, or improvements, of the building.
5. The BOS requests the TOTF transfer, from the Road Construction CRF to the Town's General Fund, the sum of \$4183.00 for engineering provided by Weston and Sampson for stormwater management at 309 South Shore Road. Quimby moved and Pruitt seconded a motion to approve this transfer. The vote in favor was unanimous.
6. The BOS requests the TOTF to transfer, a total of \$102,500.00 to the Town's General Fund for the purchase of an excavator from Milton CAT of Londonderry , NH. Further, they request that the sum of \$102,500.00 come from two CRF accounts with \$70,000.00 coming from the Highway Equipment Purchase CRF and \$32,500.00 coming from the Solid Waste Facility Purchase CRF because the excavator will be shared between the Highway Department and Solid Waste

Facility. Quimby moved and Pruitt seconded a motion to approve this transfer. The vote in favor was unanimous.

7. The BOS requests the TOTF to transfer, from the Employee Accrued Benefit Liability Expendable Trust Fund ( ETF) to the Town's General Fund, the sum of \$13,331.70 to cover the expense of paid time-off benefits to two recently departed Town employees, The Town Administer and the Town Clerk. Quimby moved and Pruitt seconded a motion to approve this transfer. The vote in favor was unanimous.
8. The BOS requests the TOTF to transfer, from the Computer and Office Maintenance ETF to the Town's General Fund, the sum of \$426.86 for the purchase of new office furniture. Quimby moved that the request be approved but there was no second. The motion failed. Please note that the specific language of the article 11 from the Town Meeting in 1996 which established this fund was: "To see if the Town will vote to establish an expendable general maintenance trust fund under the provision of RSA31:19-a for the purpose of maintaining the Town's office computer equipment; to designate the BOS as agents to expend; and to raise and appropriate the sum of \$1500.00 for that purpose". The purchase of office furniture does not appear to be an appropriate charge to this fund.
9. The BOS requests the TOTF to transfer, from the Computer and Office Maintenance ETF to the Town's General Fund, the sum of \$3,973.75 for the maintenance of the Town computers by ANS Network, Inc. Quimby moved and Pruitt seconded a motion to approve this transfer. The vote in favor was unanimous.
10. The BOS requests the TOTF to transfer, from the Gravel Fund CRF to the Town's General Fund, the sum of \$2464.00 for the purchase and delivery of gravel by Radford Messenger. Quimby moved and Pruitt seconded a motion to approve this transfer. The vote in favor was unanimous.

The meeting adjourned at 7:13PM

Respectfully,

Fred Quimby, TOTF member