

Minutes

Meeting of the New Durham Trustees of the Trust Funds

August 28, 2019 Town Hall 5:30PM

Present: David Allyn, Angela Pruitt and Fred Quimby

The Meeting was called to order at 5:45PM by David Allyn

The Draft Minutes of the Meeting of May 29, 2019 were circulated and reviewed. Allyn moved and Pruitt seconded a motion to accept the minutes of May 29, 2019 as written. The vote in favor was unanimous. These minutes will be sent to Stephanie MacKenzie and Scott Kinmond for posting.

New Business:

The Board of Selectmen (BOS) requested that the Trustees of the Trust funds (TOTF) transfer \$316.87 from the 1772 Meeting House Restoration CRF to the General Fund to reimburse for electrical work involved with replacement of an electrical panel at the Meeting House performed by John Abbott Enterprises Inc. Quimby moved and Pruitt seconded a motion to transfer \$316.87 from the 1772 Meeting House Restoration CRF to the General Fund. The vote was two in favor and one against the motion. The motion passed. Note: Trustee Allyn believes this work was part of building maintenance and should have been paid from the Meeting House Operating Budget (General Fund) rather than the Restoration Capital Reserve Fund.

The seven other requests from the BOS were all included in a single motion made by Allyn and seconded by Quimby to transfer funds from various CRFs or ETFs to the General Fund. The motion passed unanimously. The requested amounts to be transferred, purpose of the expenditure and the named accounts to be transferred from include:

1. Abutter permit application and chemical treatment of Marsh and Jones Ponds for milfoil by Solitude Lake Management for a total of \$16,829.00 from the New Durham Water Quality and Milfoil CRF.
2. Purchase of equipment and materials for the installation of a new fire hydrant from Water Industries Inc. in the amount of \$1656.12 from the Dry Hydrant CRF.
3. Purchase of Playground Equipment from: BCI-Burke Co. (\$2820.00), Game Time (\$11,586.13), Creative Playthings (\$3293.00) and Amazon (\$63.97) for a total of \$17,763.10 to be transferred from the Smith Ballfield Improvement CRF.
4. Purchase of 280 yards of crushed gravel for road maintenance from J. Jeddrey LLC of Alton, NH for \$4648.00 from the Gravel CRF.
5. Repairs of the Fire Department Ladder Truck by Lakes Region Fire Apparatus for \$7515.69 from the Equipment and Vehicle Maintenance CRF.
6. Purchase of servers and software (\$10,410.01) and three PCs from Edmunds GovTech a total of \$12,778.66 from the Office and Computer ETF.
7. Purchase and installation of LED upgrades in all Town Buildings by NH LED of Dover, NH for a total of \$22,527.00 from the Town Building Improvements ETF.

Notes from the TOTF to the BOS and Town Administrator: In item #6 above the minutes of the June 19, 2019 BOS meeting were attached to the invoices and check stubs for our review. These minutes contained a motion made by Selectman Swenson where servers and PCs in the amount of \$12,800.00

be sourced from the Records Management ETF. However, the TOTF also read in the minutes of the August 14, 2019 BOS meeting that Selectpersons Swenson and Chase made motions for the purchase of the same items to be sourced from the Office and Computer ETF. We expect the latter minutes were the appropriate minutes although there is no indication that the original motions were rescinded. In the future it would be easier for the TOTF to make this type of determination if a rescind motion were made and approved.

The TOTF believes that any monies received from grants for work already completed and where funds were transferred from a CRF or ETF should be placed back into the appropriate CRF or ETF rather than placing them into the "other grants revenue" line of the General Fund.

Old Business:

The question asked by Paije Fenderson regarding how to receive the Elmer C. Smith scholarship money has been appropriately answered.

The classification of the Elmer C. Smith Scholarship was originally set up as a Capital Reserve Fund, however, the State requires that any account set up with private funds (rather than tax dollars) be categorized as a Trust. The Elmer C. Smith Scholarship was set up with entirely private funds. Angela will make this change.

Further research is necessary to complete the 2018 MS-9 and MS-10 reports. Audrey Blodgett in NH DOJ will work with Angela on this problem.

Quimby moved and Allyn seconded a motion to adjourn. The vote was unanimous. The meeting adjourned at 7:05PM.

Respectfully,

Fred Quimby, member, TOTF