

**Trustees of Trust Funds  
Meeting Minutes  
February 18, 2016**

PRESENT: Members – Marlene Green, Simon Carr, Mardi Bowles  
Lynne Ford – Charter Trust

The meeting came to order at 8:00 a.m. at the Lyme Town Offices.

**1. Meeting Minutes**

The January 21 meeting minutes were reviewed and approved with corrections.

**2. Payments to Town Funds**

Check requests were made for outstanding balances from CRF funds:

- i. 1-25-2016 to Class V Roads Fund \$50,000.00

**3. Investment Advisors**

Lynne Ford of Charter Trust came in to discuss the transfer of the management of funds to Charter Trust. At this stage the private funds (Library, Cemetery, Surplus Perpetual Care and Bessie Hall) can be transferred and the forms to undertake these transfers were signed:

- a. Marlene completed and signed the necessary W-9.
- b. Simon, as secretary signed the necessary Charter Trust forms to set up the private fund.
- c. Marlene signed the forms requesting Fidelity to liquidate the Cemetery Perpetual Care and Library funds and transfer them to Charter Trust.
- d. Once the Charter Trust account has been set up Simon will contact NHPDIP to arrange the transfer of Surplus Perpetual Care to Charter.
- e. Simon will contact Mascoma and close the library annual payment & Bessie Hall accounts once the Charter Trust account is in place and Fidelity has transferred the Library fund. The Bessie Hall check will be paid to Charter. The Library check will be paid directly to the Library.

**4. Year End and Town Report**

The year end fund summaries had been submitted for the Town Report. The MS-9 and MS-10 were signed and copies sent to DRA and Charitable Trusts Unit at State of NH, Lyme School and the Selectmen's office.

**5. Matters Outstanding.**

- a. Charter require a letter from the Town Clerk, confirming the names of the Trustees. This can wait until after Town Meeting and the town elections.
- b. Cemetery General Maintenance Trust Fund (1986): This currently contains approx. \$15,700 and generates approx. \$150/year. It did not appear to be a productive fund and the Board should talk with the Cemetery Trustees to determine what could be done with it.

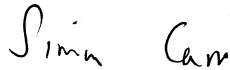
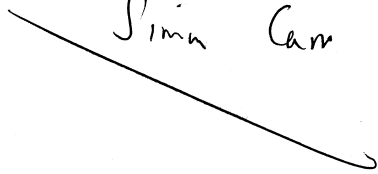
**6. Future Meetings**

Next Meeting: Thursday March 17, 2016 at 8:00 a.m.

Approved March 17, 2016

The meeting was adjourned at 9:35 a.m.

Respectfully submitted

Simon Carr, Secretary

Approved March 17, 2016