

**Trustees of Trust Funds
Meeting Minutes
July 21, 2016**

PRESENT: Members – Marlene Green, Simon Carr, Mardi Bowles

The meeting came to order at 8:05 a.m. at the Lyme Town Offices.

1. Meeting Minutes

The June 23 meeting minutes were reviewed and approved.

2. Accounts

- a. The final ACH transfers from NHPDIP to Charter Trust had now been processed. Marlene will give Charter Trust the zero balance reports from NHPDIP.
- b. Simon had given Charter Trust the final zero balance statements from Mascoma Bank.

3. Investment Policy

The edited version of the adopted policy has now been given to Charter Trust and a copy sent to the Attorney General.

4. Trout Pond Gifts and Donations Fund

- a. The origin of this fund has now been researched. It was created by the Selectboard January 24, 1997 under the authority of RSAs 36-A:4 & 5. As such, it is a fund that should be held by the Town Treasurer for the benefit of the Conservation Commission.
- b. Marlene will notify the Town Treasurer and Conservation Commission of this and will arrange for Charter Trust to issue a check to the Town for the current balance.

5. Audits

- a. A letter authorizing Fidelity to release information to the Town Auditors has been signed and sent.
- b. The School audit was discussed. As the School's fiscal year ends June 30, we will need to produce both information for the past calendar year from NHPDIP and Mascoma, together with Charter Trust for the current calendar year with Charter. Marlene will talk with Theresa and Charter as the deadline for providing the information may be close to Board members' forthcoming vacations.

6. Matters Pending & Outstanding.

- a. Class V Roads Rehabilitation Fund. At Town Meeting 2015, the warrant article appropriating funds from this was amended from the floor to be increased from \$50,000 to \$100,000. This was not followed through in transferring funds to the town in December 2015. This will need to be undertaken in this calendar year.

Approved September 22, 2016

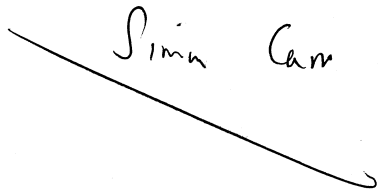
- b. Cemetery General Maintenance Trust Fund (1986): This currently contains approx. \$15,700 and generates approx. \$150/year. It did not appear to be a productive fund and the Board should talk with the Cemetery Trustees to determine what could be done with it.
- c. Cash flow forecast for the CRF and Expendable Trust Funds is still outstanding.

7. Future Meetings

Next Meeting: Thursday September 22, 2016 at 8:00 a.m.

The meeting was adjourned at 8:55 a.m.

Respectfully submitted

A handwritten signature in cursive script that reads "Simon Carr". The signature is written in black ink and is positioned above a long, thin, slightly curved horizontal line that extends to the right.

Simon Carr, Secretary

Approved September 22, 2016