

**Trustees of Trust Funds
Meeting Minutes
September 19, 2017**

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

The meeting came to order at 4:00 p.m. at the Lyme Town Offices.

1. Meeting Minutes

- a. The July 18 meeting minutes were reviewed and approved.
- b. Blake Allison had found old minutes from 2009 and had offered them to the Board. Simon will arrange to get them from Blake.

2. Payments Received

Two checks to pay to New Cemetery CRF \$400.00 + \$200.00

3. MS-10

- a. It was noted that despite repeated requests, Marlene had received no response from Kathy Woodfin of Charter Trust, which is contractually obligated to prepare our MS-9 and MS-10 forms. Because of this Marlene now intends to prepare the 2016 MS-10 herself.
- b. There were still issues on the allocations within the Cemetery Fund and there was a discussion on how the discrepancies could be resolved. Marlene will look at the earlier MS-10 spreadsheet from 2010/11 which had additional columns for maintenance factors.
- c. Marlene had found the Town of Amherst's memorandum of understanding between the Selectboard and Cemetery Trustees which spelt out all their issues with perpetual care. She suggested that the Board should consider preparing a similar memorandum.

4. Bessie Hall Fund

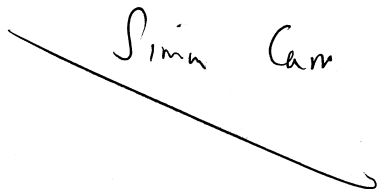
Simon reported that Fire Chief Mike Mundy will be requiring a payment from the Bessie Hall Fund at some time in the near future.

5. Future Meetings

Next Meeting: 4:00 pm Tuesday, December 19. This may be too near to the end of the year for the Town to process payments to CRFs in which case the board will undertake a working session at a date to be determined.

The meeting was adjourned at 5:00 p.m.

Respectfully submitted

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

Simon Carr, Secretary

Approved December 19, 2017