

**Trustee of the Trust Funds**  
**Monday, 28 August 2017**  
**At Pelham Police Community Room**  
**Meeting Minutes**  
**Approved**

**Attendance:**

***Trustees of the Trust Funds:***

Cindy Ronning, Chair; Demetra Bergeron, Secretary; and Ed Gleason, Bookkeeper

**Meeting Summary:**

***Minutes Review:***

- All trustees approve the meeting minutes of July 21, 2017 as prepared.

***New Business:***

- **Sign-Off of Letter to DOJ**
  - The trustees reviewed the letter prepared by Trustee Ed Gleason to the DOJ, Terry Knowles regarding repayment of principal. Only one of the trusts will not be paid off in 2017. All trustees signed the letter and will be mailed to Terry Knowles by Trustee Gleason.
- **Disbursements**
  - The trustees reviewed the request by the Town from the PVMP ETF for repair of the beach bathhouse plumbing in the amount of \$2,271.80. All trustees signed off on the disbursement.
- **Review of Warrant Article Recommendations**
  - Trustee Gleason prepared a tentative warrant article to close certain CRF/ETF accounts that have zero or minimal denominations. The Trustees are in agreement the trusts should be close for lack of use and zero balance. The specific accounts that the Trustees recommend to close include:
    - Memorial Athletic Field CRF
    - Muldoon Park Private ETF
    - Muldoon Park Public ETF
    - Raymond Park Private ETF
  - Trustee Gleason prepared a warrant article to recommend a minimum requirement of \$10,000 to establish a new trust fund.
- **Review of New MS 9/10**
  - Trustees reviewed the new MS 9/10 format that Trustee Gleason worked with Enterprise Bank to create. The new MS 9/10 is easy to read and understandable. The funds are segregated between restricted and non-restricted principal.
- **Actionable Items**
  - Trustee Bergeron will review and edit the recommended warrant article regarding the minimum requirement for new trust funds.
  - Trustee Gleason will meet with Brian McCarthy to review the warrant articles to move the money to the general fund and close out the remaining accounts.

**Scheduling of Next Meeting:**

- The Trustees agreed to meet on Friday, 13 October 2017 at 10am

**Meeting Adjourned:**

- The meeting adjourned at 7:03pm.

Respectfully Submitted,

Demetra Bergeron  
Trustee/Secretary