

Trustees of the Trust Fund, City of Rochester MINUTES

Meeting date | time 11/6/2019 4:30 PM | Meeting location Rochester Public Library, Rose Room, 2nd Floor, Rochester, NH 03867

Meeting called by	Rob Pallas	Brett Johnson, Trustee
Type of meeting	Planning	Members of the city finance department
Facilitator	Rob Pallas, Trustee	Katie Ambrose and Mark Sullivan
Note taker	Sherry Beaudoin, Trustee	Chris Bowlen-Rochester Rec. Dept Charlie Moreno, Forester

AGENDA TOPICS

Time allotted | N/A | Agenda topic Approve Minutes from __10-2-19_ | Presenter Sherry Beaudoin

Meeting minutes were reviewed and a motion to approve was made by Rob Pallas and seconded by Brett Johnson and passed unanimously.

Action items	Person responsible	Deadline
N/A		

Time allotted | N/A | Agenda topic Open Issues | Presenter Rob Pallas

Discussion: We reviewed and signed the 6-30-19 fiscal year end MS-9 and MS-10 forms for Katie Ambrose to put in the file for the auditors. We discussed the fee structure, investment policies and administrative functions for the city to create two new capital improvement funds with Charter Trust. They will address this issue with the city council and get back to us. Chris Bowlen joined our meeting to discuss working with the trustees and the forester to continue the management of the overall health of the forest. Charlie Moreno join the meeting and provided a map of the Dominicus Hanson Pines Forest, historical and projected timeline of activities of the forest management plan and an invasive species herbicide control area map for our review. A discussion of what steps are needed to move forward with the selective cuts to help the over health of the forest was outlined, estimated budgeted costs for the professional forester was provided to Chris Bowlen and a general timeline to start/complete the project was discussed. A written proposal will be created and submitted to Chris Bowlen and Rob Pallas by Charlie Moreno. It was agreed that trustees and Charlie Moreno would meet with Chris Bowlen and the recreation department in the spring 2020.

Action items	Person responsible	Deadline
Schedule date for meeting with Rec. Dept	Rob Pallas	Spring 2020

Discussion: Review and motion to approve payment for the bill of Taylor Invasive Species was made by Rob Pallas, seconded by Brett Johnson and passed unanimously to spray for glossy buckthorn in the pine forest. Filled out and sign forms for disbursement out of the Hanson Pines Trust. Review and motion made by Rob Pallas, seconded by Brett Johnson and passed unanimously to make donations for the William Evans Charitable Trust. Fill out and sign forms for disbursement of \$4,000 each to Hope on Haven Hill, Homeless Center of Strafford County, NH Food Bank and Gerry’s Food Pantry. Rob thanked Samantha and Brett for the work done on the website pertaining to the trustees. It was discussed to add these items to the website and contact the newspaper/PR firm to promote this donation and possibly raise interest for others to donate to the City of Rochester Trust Fund(s).

Action items	Person responsible	Deadline
Email singed forms to Charter Trust for payment	Rob Pallas	ASAP
Update website and check on PR firm options	Brett Johnson	ASAP

Motion to adjourn meeting was made by Rob Pallas seconded by Brett Johnson and passed unanimously at _6:20pm_