**Rochester Trustees of the Trust Funds**

**Meeting Minutes**

**Tuesday, May 23, 2023**

**5:00 PM Rose Room, Rochester Public Library**

**Members Present in Person:**

Rob Pallas

Ray Varney

Brett Johnson

Matthew Winders (Arrived at 5:17 PM)

**Minutes**

**I. Call to Order:**

Trustee Pallas called the meeting to order.

**II. Roll Call and public input:**

No one from the public was present.

**III. Approval of minutes from last meeting:**

***Trustee Johnson made a motion to approve the meeting minutes from March. Trustee Pallas seconded the motion. The motion passed unanimously.***

**IV. Open issues & New Business:**

1. **Scholarship update from Brett on his experience attending the committee meetings.** Trustee Johnson attended one of the Scholarship Committee meetings. The meetings went very well this year. It’s amazing to see the hard work that the members put in to award all of the scholarship money to worth recipients.
2. **Follow up on Robert Reid flower placement by Memorial Day.** Trustee Pallas will reach out to Major Heeter and Spaulding High School to make sure this gets done. They offered their assistance last year. A $25 budget was established for these flowers.
3. **Offer on the table from Blaine Cox to have Rotary Club help with cemetery spring clean-ups.** Trustee Varney will reach out to Mr. Cox to further these discussions.
4. **Discuss and sign update to the Norman Mireault Scholarship.** Trustee Pallas will ask City Clerk’s Office to type up proposed changes and will present draft to the Mireault Family and all Trustees at a later date.
5. **Sign form for the new Booster donation and trust.** The Trustees recently received $10,000 from the Rochester Youth Hockey League, Inc., to fund some improvements at the Ice Arena. The funds are currently being held in a separate account with the City of Rochester. The Trustees discussed that it doesn’t make much sense to transfer the funds to Bar Harbor Wealth Management to subsequently request payment of these funds back to the City and Recreation Department. Trustee Johnson will respond back to Deputy Finance Director Mark Sullivan to let him know that it’s ok for him to transfer the funds directly to the Recreation Department to complete the initiatives planned with the donation.
6. **Discuss the need for a meeting with new City Manager Ambrose to discuss her role as a Cemetery Trustee.** The Trustees will discuss this further in the Fall once City Manager Ambrose gets settled into her new role.
7. **Discuss Trustee Winders’ leave of absence due to travel abroad.** It was ultimately decided that Trustee Winders will request a leave of absence during this 8 month period similar to the leave of absence he requested as a member of the ZBA.

**V. Other**

The Trustees discussed what to do with the over $10,000 in income currently with the William Evans Trust. The Trustees received an unsolicited donation request from the NH Food Bank in January requesting $5000 to provide food assistance to Rochester residents. The Trustees agreed that this request is a worthy one that will provide a great benefit from the William Evans Fund. Trustee Pallas made a motion to expend $5000 to NH Food Bank. Trustee Johnson seconded the motion. The motion passed unanimously.

Recreation Director Lauren Krans submitted some documentation on some forest conservation efforts that need to be completed within Hanson Pines. The work follows the current Forest Management Plan completed by Moreno Forestry. The Trustees agreed that the proposed work needs to be completed and follows the guidelines of the Trust. Trustee Pallas made a motion to approve a payment of $6525 from the Hanson Pines Trust to the City of Rochester Recreation Department. Trustee Winders seconded the motion. The motion passed unanimously. Trustee Pallas will also reach out to Director Krans to explain some of the guidelines outlined in the Trust to ensure everything continues to be followed correctly.

Trustee Winders will reach out to Mr. Scopel with Spaulding High School on some work within Hanson Pines that was proposed by Mr. Scopel and supported by the Trustees. The Trustees noticed that the work doesn’t appear to be completed.

Trustee Johnson will reach out to Bar Harbor Wealth Management to have them remove a couple line items from the financial reports that have been closed over the past couple years.

**VI. Adjournment and public input:**

No one from the public was present.

**The Trustees’ next meeting will be in July with the exact date to be determined. *The meeting was adjourned at 6:02 PM.***

Minutes respectfully submitted by Brett Johnson.