

Trustees of the Trust Fund, City of Rochester MINUTES

Meeting date | time 9/5/2018 5:02 PM | Meeting location: Rochester Public Library, Rose Room, S. Main Street, Rochester, NH

Meeting called by	Rob Pallas	Michelle Smith
Type of meeting	Planning	Bill Smith Jr.
Facilitator	Rob Pallas, Trustee	
Note taker	Sherry Beaudoin, Trustee	

AGENDA TOPICS

Time allotted | N/A | Agenda topic Approve Minutes from 7-11-18 | Presenter Rob Pallas

Meeting minutes were approved by Rob Pallas and seconded by Sherry Beaudoin

Action items	Person responsible	Deadline
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N/A

Time allotted | N/A | Agenda topic Public Input | Presenter Michelle Smith

Discussion: Michelle had two (2) questions for the trustees. First, Esther's spreadsheet indicated that the name Elijah Witham Cemetery is where the grave of Annie Dore is located and Michelle Smith says this information is incorrect. Secondly, Michelle says we have the wrong location for the Annie R. Dore cemetery. Rob asked me if I recall seeing the graves of Annie R. Dore at the Elijah Witham Cemetery off of Shady Hill Drive shown to us via Dick Parker, which I did. Additionally, Esther had contacted the abutters, Mr. & Mrs. Cote regarding accessing this cemetery via their land on 9-22-17 as written in her notes. Michelle stated she will do her own research on the location and name of the Annie Dore grave.

Conclusion:

Action items	Person responsible	Deadline
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[Topic]

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

Discussion: We each printed and reviewed the MS9 and MS10 forms created by Charter Trust for fiscal year ending 6-30-18. We reviewed and signed all scholarship forms for Lola Meader & Mayor Roland & Lorraine Roberge scholarship funds to be transferred back into principle due to lack of viable candidate. Also, George & Hattie Pray and the Faye Goodwin Scholarships to Corri Molinaro via Granite State College where signed. Finally, an explanation letter was signed for Roland Roberge, Simpsonville, SC regarding the roll over of scholarship interest this calendar year. Rob asked when do we sign the MS9 and MS10 forms?

Conclusion:

Action items	Person responsible	Deadline
Email Charter Trust all signed forms and ask about the MS9 & 10 forms, when do we sign them?	Sherry Beaudoin	ASAP

Time allotted | N/A | Agenda topic *New Business* | Presenter Rob Pallas

Discussion: Rob would like to meet with City Manager, Blaine Cox to discuss additional cemetery maintenance issues regarding Elijah Witham & Trickey lots. He will take notes and report back next meeting. Riverwalk was awarded the \$80K for bridge project grant. Discussion regarding the white pine tree and amount of weight on the root system. It was agreed by Rob & Sherry that an email must go out to Chris @ RRec and City manager for immediate action to save the tree. There is a need to draft an outline of policy to disburse the funds for the Evan Trust Fund moving forward. Library funds should also be paid out next meeting/ December 2018

Conclusion:

Action items	Person responsible	Deadline
Arrange meeting with Chris & Blaine re: White Pine	Rob Pallas	ASAP
Draft outline for review and revisions re: Evan Trust	Rob Pallas	12-5-18
Prepare library trust fund requisition forms as of 6-31-18	Sherry Beaudoin	12-5-18

Motion to adjourn meeting at 5:40 pm was made by Sherry Beaudoin and seconded by Rob Pallas.