

## Minutes

### TRUSTEES OF TRUST FUNDS

May 17, 2023

In attendance: Jan Cole, Karen Foss, Mike Betley and Carol Walker

The meeting commenced at 4 pm with guests Tom Allen and Jane Brewer, both members of Franconia Scholarship Advisory committee, in attendance to present the committee's recommendations for the Franconia Scholarship & Towse awards. The committee decided that Lily Popesil should receive the Franconia Scholarship in the full amount and Sophia Bell should receive the Towse Athletic award. The Committee also provided minutes from their May 5, 2023 meeting that outlined the scope and process involved in arriving at its recommendations. Tom and Jane left the meeting at 4:15 pm. Jan made a motion to approve the Advisory Committee's recommendation, with a second by Carol, and the motion passed unanimously. The Town will provide the \$100.00 Towse award check for for the awards ceremony. Once an invoice is received from Lily's college, she can bring it to the town office so that a joint check may be issued to Lily & the college.

There were no transaction activities during April 2023 for either the Capital Reserve Funds (CRF) and the Common Trust Funds (CTF).

The Trustees reviewed the April 1- 30, 2023 Three Bearings/Fidelity Common Capital Reserve Fund (CRF) report with a beginning balance of \$2,484,918.60 on 4/1/2023. Dividend income of \$5,284.75 was received in April. After an increase in investment value of \$16,875.39 in April, the ending account value was \$2,501,793.99 at 4/30/2023. On a year-to-date basis in 2023, there has been an increase in investment value of \$80,847.82 in the CRF.

The Trustees reviewed the April 1-30, 2023 Three Bearings/Fidelity Common Trust Fund (CTF) report with a beginning balance of \$312,706.10 on 4/1/2023. Dividend income of \$821.49 was received in April. After an increase of \$2,467.56 in investment value in April, the ending account value was \$315,173.66 at 4/30/2023. On a year-to-date basis in 2023, there has been an increase in investment value of \$8,460.33 in the CTF.

The MS-9's for the periods from 1/01/2023 through 4/30/2023 and 4/1/2023 to 4/30/2023 were reviewed; dividends earned in April were included as noted above.

Three Bearings' first quarter 2023 Market Review was reviewed for both the CRF and CTF. Of note is continued inflation and several large bank failures which increases concerns of a recession; however, stocks and bonds ended the first quarter on a positive trend.

Minutes: Draft minutes for the April 19, 2023 trustee meeting were reviewed. Karen made a motion to approve the minutes as written with a second by Jan. The motion passed unanimously. Carol will send the final approved minutes for April's meeting to the Town Administrator and Town Secretary for posting to the Town's website.

## **Other business:**

Lafayette Regional School Pfosi award: Jan contacted Meaghan Caron at LRS who indicated that the staff will be determining the recipient of the \$200 award to the outstanding elementary school student soon. We can expect to receive an email confirming the recipient of the award so that we can reimburse the town.

Automated External Defibrillator (AED) purchase: Jan was approached about the best source for the purchase of an AED for approximately \$1,500; while it could be paid from the Town Building and Maintenance fund, included in next year's equipment purchases for public spaces, the fire department's medical equipment fund, our recommendation is that ARPA funding should be used to purchase it.

Lafayette School building maintenance: Jan noted that since there are "no agents to expend" on any of the 3 Lafayette School funds, she will find out how requests for withdrawal/expenditures are approved in this situation.

Old Home Day funding: Karen, Mike & Carol attended the 5/15 BOS meeting. The Town Administrator reported that thus far, the costs total \$9,850 for unearthing the time capsule - \$600, Wicked Smart Horn Band - \$1,800, stage - \$1,750, and \$6,000 for fireworks. The operating budget approved at Town meeting was \$2,000 for the Chamber of Commerce expenditures and \$1,000 for the parade for a total of \$3,000. Without accounting for any income or sponsorships, at least \$6,850 will be coming out of Lafayette Rec ETF. Jenny has mentioned that the Lafayette Rec Committee members know about the request. The BOS is the agent to expend.

Jan learned that from 2017-2019, all revenue collected was transferred to Lafayette Rec ETF in one lump sum and the expenses incurred throughout the year were reimbursed at the end of the year. We reminded the BOS that we expected accounting for this to be done in this manner in 2023 and Sharon agreed that this is the correct way to handle it.

Phil Krill of the Heritage Counsel was reported to have stated that the Heritage Counsel was funding the Beatles Tribute Band (planned for Friday evening before Old Home Day) and had already made a deposit toward that, but there was not enough money to pay for the Swing Band as well.

Cemetery update: no update.

Heritage Museum Fund: Reimbursement for the work done by the Wooden Thumb last summer will be processed once we receive the QuickBooks report, a record of the BOS vote and deposits are made to the CRF(s) once semi-annual tax bills are collected in July.

Lafayette Rec Van: no update.

Upcoming reimbursement requests for capital purchases approved at town meeting: The 1-ton dump truck has arrived at a lower price since the used truck was traded in instead of being auctioned. The net price is \$66,139.00 with \$35,000.00 coming from the unassigned fund balance (UFB) and \$31,139.00 from the Town Buildings Vehicle CRF per warrant #13. The Ventrac tractor/mower has been delivered with a price of \$76,325.10 with \$65,000.00 coming from the UFB and \$11,325.10 from the Town Building & Grounds Equipment CRF per warrant #14. The \$260,000.00 Western Star's anticipated arrival

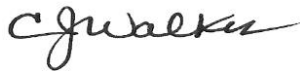
date is in June. We expect work to be done soon to the rink surface that will include additional topcoat(s) and striping at a cost of \$12,885.00.

Three Bearings meeting: The trustees had a GoToMeeting with David Mayes and Zachary Zwick of Three Bearings on Friday 4/21/23 to discuss investment performance and Franconia's funding forecast for 2023. David indicated in a brief discussion about "buffered ETF's" that these were not a good fit for municipal investors. He advised to stay the course, look to reduce volatility while complying with the prudent man investment strategy for the CRF.

Training: Municipal Trustees Workshop The New Hampshire Municipal Association will be holding a hybrid format Municipal Trustees Workshop on June 8, 2023 from 9:00AM to 3:00PM; attendees may watch the presentation via Zoom from home or join other trustees in person at 25 Triangle Park Drive, Concord.

There being no further business, the trustees adjourned the meeting at 6:30 pm. The next trustee meeting will be held on Wednesday, June 28, 2023 at the Town Hall beginning at 4 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Carol Walker".

Carol Walker, Trustee

Attachments:

**2023 Town Meeting Warrant Article Funding spreadsheet**

