



**MEETING MINUTES  
TRUSTEES OF THE TRUST FUNDS  
CEMETERY TRUSTEES  
16 School Street, Allenstown, NH 03275  
November 29, 2023**

**CALL TO ORDER**

The Allenstown Trustees of the Trust Funds and Cemetery Trustees meeting of November 29, 2023 was called to order by Chair Ron Adinolfo at 5:00 pm. Chair Adinolfo called for the Pledge of Allegiance.

**ROLL CALL**

Present on the Board: Ron Adinolfo, Cheryl McDonald, and Rich Caruso

Excused: N/A

Allenstown Staff: Derik Goodine, Town Administrator (Remote)  
Sherry Miller, Finance Director

Others Present: George Lemire, Alternate Trustee  
Mike O'Meara, Volunteer Administration

**Agenda Items:**

• **Transition to NHPDIP**

- Chair Adinolfo provided a status update on the transition to NHPDIP. Access permissions have been set up and emails sent to the identified parties to establish their log-in credentials to the NHPDIP portal.
- Notification letters to stakeholders (Police, Fire, Sewer, Library & School District) have been mailed. Town Dept Heads have been notified via email.

• **Allenstown School District ETF Deposit Requests - From School Ballot at Town Meeting of March 14<sup>th</sup> 2023**

The Allenstown School District (SAU 53) provided a Check in the amount of \$100,000.00 to the Trustees of the Trust Funds for Deposit into the specified ETF Funds as approved at Town Meeting of March 14, 2023. Funds are to be allocated from Allenstown School District Check # ending in -396, received from the School District on November 14, 2023:

SCHOOL DISTRICT FUND	AMOUNT	School Article #
Special Education ETF	\$50,000.00	Article 6
School Building Maintenance ETF	\$25,000.00	Article 7
Technology Replacement ETF	\$25,000.00	Article 8

**TOTAL                      \$100,000.00**

Ron Adinolfo made a motion to approve the deposit of funds to the Special Education, School Building Maintenance, and Technology Replace ETS Funds. Rich Caruso seconded the motion.

Roll Call Voice Vote:

Ron Adinolfo- Aye, Cheryl McDonald- Aye, and Rich Caruso- Aye.

The motion passed and the deposit of funds into the applicable NHPDIP accounts was approved.

**Review/approve minutes from prior Trustee meeting(s):**

- November 14, 2023

Rich Caruso made a motion to approve the minutes from November 14, 2023. Ron Adinolfo seconded the motion.

Roll Call Voice Vote:

Ron Adinolfo- Aye, Cheryl McDonald- Aye, and Rich Caruso- Aye.

Motion passed, and the minutes from November 14, 2023 were approved.

- **CEMETERY TRUSTEES**

- **Update on the status of the transfer of monies and future management of certain perpetual funds from the Town Cemetery Trustees to the Catholic Diocese of Manchester.**

Pending update on the status of signatures from the Catholic Diocese of Manchester and NH DOJ Charitable Trusts Division to execute the Agreement.

- **OTHER BUSINESS**

None.

- **CONFIRM DATE FOR NEXT MEETING**

It was confirmed that the next meeting is scheduled for Wednesday, December 13, 2023 at 5:00 pm.

- **ADJOURN**

Cheryl MacDonald made a motion to adjourn the meeting. Rich Caruso seconded the motion.

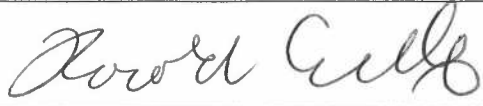
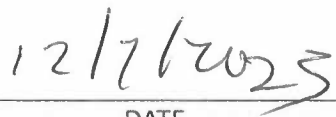

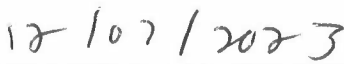
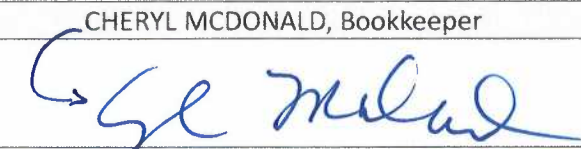

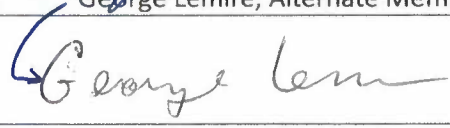

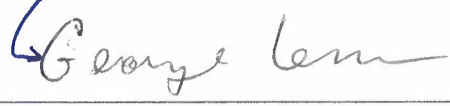

Roll Call Voice Vote:

Ron Adinolfo- Aye, Cheryl McDonald- Aye, and Rich Caruso- Aye.

Motion passed, and the meeting was adjourned at 5:25 pm.

TOWN OF ALLENSTOWN  
TRUSTEES OF THE TRUSTS  
CEMETERY TRUSTEES  
PUBLIC MEETING MINUTES  
November 29, 2023

### Signature Page

Original Approval:		
		
RONALD ADINOLFO, Chair	DATE	
		
RICHARD CARUSO, Vice-Chair	DATE	
		
CHERYL MCDONALD, Bookkeeper	DATE	
		
George Lemire, Alternate Member	DATE	
		
N/A, Alternate Member	DATE	
Amendment Approvals:		
Amendment Description:	Approval:	Date:
	RONALD ADINOLFO, Chair	DATE
	RICHARD CARUSO, Vice-Chair	DATE
	CHERYL MCDONALD, Bookkeeper	DATE
	George Lemire, Alternate Member	DATE
	N/A, Alternate Member	DATE