



**MEETING MINUTES
TRUSTEES OF THE TRUST FUNDS
CEMETERY TRUSTEES
16 School Street, Allenstown, NH 03275
October 25, 2023**

CALL TO ORDER

The Allenstown Trustees of the Trust Funds and Cemetery Trustees meeting of October 25, 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 Richard Caruso.

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

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

Agenda Items:

- **Financial Statement Review**

Chair Adinolfo reviewed the latest account statement as of September 30, 2023, which again showed a loss for the year, primarily due to ongoing fluctuations in the financial markets, and management fees being paid to the current financial institution that manages the investment portfolio. Current yield on investments is approx. 2.11%.

- **Transition to NHPDIP**

Chair Adinolfo provided a status update on the transition to NHPDIP. All required forms, except Contact Information Forms, are with NHPDIP. The last remaining signature on a Contact Form was gathered at the meeting, and all forms will be mailed to NHPDIP on Thursday, October 26th. The goal remains to complete the transition by the end of November, 2023.

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

- September 28, 2023

Richard Caruso made a motion to approve the minutes from August 24, 2023. Cheryl McDonald seconded the motion.

Roll Call Voice Vote:

Ron Adinolfo- Aye, Cheryl McDonald- Aye, and Richard Caruso- Aye

Motion passed unanimously, and the minutes from September 28, 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.**

Review of the proposed Non-Judicial Settlement Agreement (NJSA) was completed by Town and Diocesan attorneys, and the final version has been provided for both Select Board and Trustee Signatures. The NJSA will be presented to the Select Board at their November 16, 2023 meeting, and if approved, will be followed by Trustee approval to fully execute the Agreement, at which time funds can be transferred from the custody of the Trustees to the Catholic Diocese of Manchester.

It was noted that this will leave three (3) Perpetual Funds in the custody of the Cemetery Trustees. It has been previously confirmed that two (2) of the decedents are interred in Massachusetts, and the third is believed to be interred on private land in Allenstown.

As none of the decedents are interred in a Public Cemetery in Allenstown, the Cemetery Trustees will next work to address the statues of the remaining Perpetual Funds, as none can be used by the Trustees for their intended purpose.

- **OTHER BUSINESS**

None.

CONFIRM DATE FOR NEXT MEETING

It was confirmed that the next meeting is scheduled for Tuesday, November 14, 2023 at 5:00 pm.

- **ADJOURN**

Cheryl McDonald made a motion to adjourn the meeting. Richard Caruso seconded the motion.



Roll Call Voice Vote:

Ron Adinolfo- Aye, Cheryl McDonald- Aye, and Richard Caruso- Aye

Motion passed unanimously, and the meeting was adjourned at 5:10 pm.

TOWN OF ALLENSTOWN
TRUSTEES OF THE TRUSTS
CEMETERY TRUSTEES
PUBLIC MEETING MINUTES
October 25, 2023

Signature Page

Original Approval:		
 RONALD ADINOLFO, Chair	11/14/2023 DATE	
N/A RICHARD CARUSO, Vice-Chair	N/A DATE	
N/A CHERYL MCDONALD, Bookkeeper	N/A. DATE	
 George Lemire, Alternate Member	11-14-2023 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