

TOWN OF ALLENTOWN
Trustees of the Trust Funds and Cemetery Trustees
Town Hall, 16 School Street
Allentown, New Hampshire 03275
December 03, 2020

Michael O'Meara called to order the December 03, 2020 remotely conducted electronic meeting of the Trustees of the Trust Funds and Cemetery Trustees at 10:04 am.

Mr. O'Meara called for the Pledge of Allegiance.

Roll Call

Present on the Committee: Michael O'Meara, Richard Caruso, Roger Laflamme

Others present: Debbie Bender, Finance Director; Derik Goodine, Town Administrator

On behalf of Chairman Richard Caruso, Mr. O'Meara read the authorization to hold the meeting electronically and the instructions for participation.

As Chair of the Trustees of the Trusts, I, Richard Caruso, find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically. Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means. We are utilizing a Conference Call line and Zoom Video Conferencing. We will also be attempting to use Facebook Live, but note that this is not the official platform and is not a platform for input. We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have also been provided on the website of the Town of Allentown Trustees of Trust Fund page, attached to the agenda for this meeting. If anybody has a problem, please call 207-595-0310 or email dgoodine@allentownnh.gov. In the event the public is unable to access the meeting, it will be adjourned and rescheduled.

AGENDA

- **Review/approve request from SAU 53 to create a new "School Renovation and New Building" Capital Reserve Fund as approved per Article 6 of Town Meeting on March 10, 2020.**

Mr. O'Meara stated that if this item is approved, the Trustees will ask TD Private Client Group to create a new Capital Reserve Fund with this title.

Mr. Laflamme asked about the size of the proposed building.

Mr. O'Meara said he has no idea about the size, and he added that no decision has been made yet.

Mr. Laflamme made a motion to approve the creation of a new "School Renovation and New Building" Capital Reserve Fund as approved per Article 6 of Town Meeting on March 10, 2020. Mr. Caruso seconded the motion.

A roll call voice vote was taken on the motion.

Roger Laflamme – Aye, Rich Caruso – Aye, and Mike O'Meara – Aye.

The motion carried unanimously.

- **Review/approve request from SAU 53 to discontinue the "School Facilities Acquisition" Capital Reserve Fund (originally created in 2007), as approved per Article 7 of Town Meeting on Mar 10, 2020. The fund balance, plus any interest to be transferred and initially become part of the June 2020 School Unassigned Fund Balance, thereafter, to be transferred to the newly created School Renovation and New Building CRF.**

Mr. O'Meara explained that the section indicating that the funds initially be transferred to the Unassigned Fund Balance was a placeholder in case other related Articles did not pass. Therefore, he said, this step can be skipped.

Mr. Laflamme made a motion to approve the discontinuance of the "School Facilities Acquisition" Capital Reserve Fund as approved per Article 7 of Town Meeting on March 10, 2020. Mr. Caruso seconded the motion.

A roll call voice vote was taken on the motion.

Roger Laflamme – Aye, Rich Caruso – Aye, and Mike O'Meara – Aye.

The motion carried unanimously.

- **Approve the closure of the discontinued School Acquisition CRF, subject to bank policies/procedures.**

Mr. O'Meara stated that this item approves, for the record, the closing of the discontinued account, per bank procedures.

Mr. Laflamme made a motion to approve the closure of the discontinued School Acquisition CRF, subject to bank policies and procedures. Mr. Caruso seconded the motion.

A roll call voice vote was taken on the motion

Roger Laflamme – Aye, Rich Caruso – Aye, and Mike O'Meara – Aye.

The motion carried unanimously.

- **Deposit – SAU 53 request to deposit funds to the CRF and ETF accounts indicated herein, said amounts to be allocated from SAU 53 Check #931315.**

Mr. O'Meara read the subaccount names, deposit amounts, and associated Articles for the record:

- School Renovation and New Building CRF, \$50,000.00 per Article 6;
- School Building Maintenance ETF, \$50,000.00 per Article 9;
- Special Education General ETF, \$50,000.00 per Article 10;
- Technology Replacement ETF, \$50,000.00 per Article 11; and
- High School Tuition ETF, \$20,000.00 per Article 12.

He stated that these deposits total \$220,000.00, and he displayed the written request.

Mr. Laflamme made a motion to approve the deposit of \$220,000.00 to the subaccounts listed above, per the written request. Mr. Caruso seconded the motion.

A roll call voice vote was taken on the motion

Roger Laflamme – Aye, Rich Caruso – Aye, and Mike O'Meara – Aye.

The motion carried unanimously.

Mr. O'Meara stated that, with the permission of the other Trustees, he would list their names electronically and sign the written request in wet ink.

- **Review/approve minutes from October 28, 2020 meeting**

Mr. Laflamme made a motion to approve the minutes of the October 28, 2020 meeting as written. Mr. Caruso seconded the motion.

A roll call voice vote was taken on the motion.

Roger Laflamme – Aye, Rich Caruso – Aye, and Mike O'Meara – Aye.

The motion carried unanimously.

Mr. O'Meara stated that, with the permission of the other Trustees, he would list their names electronically and sign the written request in wet ink.

OTHER BUSINESS

Ms. Bender reported that the issue with the cemetery funds for perpetual care cannot be resolved this year. The church told her that they cannot take the money. The parish priest passed away recently, so they will not be able to reconsider until a new priest is installed there.

Mr. O'Meara stated that the trustees can review this at the meeting in January, and if the church continues to say it will not take the funds, the trustees will have to petition the Superior Court to move the money to the Town's General Fund

CONFIRM DATE FOR NEXT MEETING

Mr. O'Meara confirmed January 27, 2021 as the date for the next meeting.

ADJOURNMENT

Mr. Laflamme made a motion to adjourn at 10:23 am. Mr. Caruso seconded the motion.

A roll call vote was taken on the motion.

Roger Laflamme – Aye, Rich Caruso – Aye, and Mike O'Meara – Aye.

The motion carried unanimously, and the meeting was adjourned.

TRUSTEES OF THE TRUST FUND & CEMETERY TRUSTEES
SIGNATURE PAGE
DECEMBER 03, 2020

Richard Caruso, Chair

Yes - Via Remote Roll-Call Voice Vote²

Date Signed 27-January-2021

Roger Laflamme, Vice Chair

N/A - Excused

Date Signed N/A

Michael O'Meara, Bookkeeper

Michael A. O'Meara

Date Signed 27-JANUARY-2021

²The Allenstown Trustee of the Trust Fund & Cemetery Trustees meeting of 03- December-2020 was conducted via Remote Teleconference/video conference due to the COVID-19 Public Health Emergency in effect in the State of New Hampshire at that time. Approval of the meeting minutes by those members of the Trustees of the Trust Fund & Cemetery Trustees that attended the meeting remotely is documented in the minutes of that meeting.