

## Trustee of Trust Funds Minutes 02/09/2016

### Greenfield, NH Trustees of Trust Funds Meeting Minutes

Meeting date: February 9, 2016 @ 4:35 p.m.

**Attendees: Ken Paulsen, Vicki Norris, and Linda Nickerson**

Recap of town meeting regarding draft town warrant.

Transmittal request for \$30,000 Fire/Rescue apparatus CRF will be sent to Charter Trust to generate a check.

Review of the investment policy statement and Ken will send to the State per RSA 31:25. Trustee's will have a signed copy in the file.

Policy & Procedure follow up and review of new items documented.  
Vendor-Invoice Processing. Quarterly billing to be reviewed for on-line receipt rather than mailed copy with Charter Trust for easier processing will be done after March.

Review and sign the MS-9. Further research and documentation needed on the MS-10 which Ken will enter and review to advise for next meeting to sign.

Removal of the Library savings and Belcher checking was discussed to disburse evenly into the trust funds respectfully was brought up by Vicki, discussed and agreed upon by unanimous vote for 2016.

Our next meeting was set with Charter Trust for July 21, 2016 @ 4:30 p.m.

Meeting was adjourned at 5:30 p.m.

Respectfully submitted,

Vicki Norris