

Approved

Sanbornton Trustees of the Trust Funds

Minutes of Meeting, June 7, 2018

The meeting came to order at 4:30 p.m. at Town Offices. Attending were Megan Farkas, Lynn Chong, Abby Mercer. Minutes of March 23 – Lynn moved to accept as amended. Megan 2nded. Vote was unanimous “aye.”

Megan read to us the 6 / 07 / 18 memo from T.A. Katie Ambrose regarding changes in scheduling of our reimbursement checks, due to changes in amounts and changes in project completion dates. She provided us with an updated “Disposition of Sanbornton Capital Reserve Funds FY17-18.”

Roads & Bridges CRF – Abby moved and Lynn 2nded that we reimburse the town the \$242,500 paid to M.A. Bean Associates for the September, 2017, repair / replacement of the Hermit Woods Road bridge. Vote was unanimous “aye.”

Town Building Improvement CRF – Lynn moved and Abby 2nded that we reimburse the town for \$1,660 paid to Indian Ledge Services for the counter prep for the April, 2018, new Town Office window glass project. Vote was unanimous “aye.”

Lynn moved and Abby 2nded that we reimburse the town for \$1,590 paid to Granite State Glass for Lexon glass installed at Town Offices, May, 2018, project. Vote was unanimous “aye.”

Lynn moved and Megan 2nded that we reimburse the town for \$1,908.18 paid to Alan Lock Company for alarm locks at Town Offices, project of April, 2018. Vote was unanimous “aye.”

Lynn moved and Megan 2nded that we reimburse the town for \$1,049.99 paid to Moonlight Computers for security at Town Offices, April, 2018, project. Vote was unanimous “aye.”

Megan moved that we reimburse the town for \$330 paid to A&B Locksmith in May, 2018, for installing key pad locks on Town Offices doors, and hold the check until additional supporting documents are received from BOS. Abby 2nded. Vote was unanimous “aye.” (BOS had approved a lower estimate. Approval for higher, actual cost is in process.)

Lynn moved and Megan 2nded that we reimburse the town for \$486.87 paid to Home Depot for solid wood doors for Town Offices, April, 2018, a credit card account. Vote was unanimous “aye.”

Facilities Repair and Refurbish CRF – Megan moved and Abby 2nded that we reimburse the town for \$744.11 paid to Home Depot, \$1,225.50 paid to Pike Industries, and \$4,120 paid to Redi-Mix for the Transfer Station’s cement pad. We will write the check for the total but hold it pending receipt from BOS of final payment to Redi Mix. Vote was unanimous “aye.”

Town Hall Restoration and Repair CRF – Abby moved and Megan 2nded that we reimburse the town for \$802.80 paid to Ellis Electric for the May, 2018, outside lights installation. Vote was unanimous “aye.”

Fire Truck Repair & Refurbish CRF – Megan moved and Abby 2nded that we reimburse the town for \$3000 paid to Hanser Autobody, LLC, for May, 2018, body work on car #1. Vote was unanimous “aye.”

We agreed on a trip on June 29th to FSB, and another on July 2 or 3rd (depending on bank’s July 4 holiday) to cut checks.

At 4:30 Lynn left the meeting. Megan will continue the minutes from that time while she and Abby continue the meeting.

Submitted by recorder, Lynn R. Chong

Following Lynn's departure, Megan and Abigail wrote checks as follows:

- \$7,025.04 from the Town Building Improvement CRF, check #2 (we identified a shortfall of \$575 between our aggregate amount, and the aggregate amount listed on the Disposition chart. Megan will follow up with Katie Ambrose to identify the source of the discrepancy.)
- \$802.80 from the Town Hall Restoration and Repair CRF, check #2
- \$6,505.36 from the Facilities Repair and Refurbish CRF, check #2
- \$3,000 from the Fire Truck Repair and Refurbish CRF, check #1
- \$242,500 from the Roads & Bridges CRF, check #2

The checks were placed in the Trustees' locked file cabinet; Megan will come in June 13 to provide them to the Town treasurer. The meeting adjourned at 5:55.

Submitted by Megan Farkas