



CITY OF DOVER

TRUSTEES OF THE TRUST FUND MINUTES

Meeting Type: Regular Meeting
Meeting Location: Training Conference Room – Customer Service Center
Meeting Date: Monday, November 5, 2018
Meeting Time: 9:00 am

1. CALL TO ORDER

Members present, D. Cichon, D. Dupont, J. Brannen, M. Murphy, D. Lynch and J. Labonte

2. Approved August 27, 2018 MINUTES

D. Cichon 1st
D. Dupont 2nd
5/0

3. NEW BUSINESS

- A. Reviewed Capital Reserve Statements for August, September. October statements were not yet available for this meeting. Board will be sent a link to access Capital Reserve data on a quarterly basis.
- B. Reviewed Trust Fund Investment Statements August, September. October statements were not yet available for this meeting. Board will be sent a link to access Trust Funds data on a quarterly basis.
- C. Reviewed Trust Fund Disbursements August, September and October. \$5,614.59
D. Dupont 1st
J. Brannen 2nd
All in favor 5/0
- D. Reviewed Capital Reserve Disbursements August, September and October.
D. Cichon 1st
D. Dupont 2nd
All in favor 5/0
- E. Fee Review/Assessment will be kept on agenda for future meeting. Fee calculation provided to the board. J. Labonte to follow up on research with other towns:
- MS 9 & 10 Preparation
 - Fee structures
 - Assets on investment with institution
- F. Confirmed that none of the City of Dover Board of Trustees for the Trust Funds will be in attendance for the NHMA Annual Conference on November 14th and 15th for Trustees of Trust Fund Sessions.
- G. Signed the following Resolutions:
- School Facilities Capital Reserve Account 8935
Dover High School Debt Service Expenditures FY2018
 - Tire/Electronic Recycling Services – NRRRA Vehicle Reclamation Reserve



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4. OLD BUSINESS

- A. Continuation on the topic of Establishing Scholarship Guidelines for various small scholarships and the practicality of establishing a general scholarship fund for the school district. D. Lynch will send draft language (compiled by City Attorney) to the Dover School Department for review and adoption.**

5.

ADJOURNED at 10:35 am

Next meeting to be held on February 11, 2019