

Deering Trustee of the Trust Funds Meeting Minutes
June 12, 2023

Attendees: Chair JP Marzullo, Secretary Elizabeth Kirby, Virginia Leiby, John Reynolds, Jill Smith

Meeting called to order 4pm

Pledge of Allegiance

Minutes from January 10, 2023 – Elizabeth Kirby motion to approve, JP second. All approved. Motion passed.

Review MS-9 – Discussion regarding the perpetual funds and plot trusts. No funds received since 2019. List was presented of all the funds and how to upload to the MS-9 in the new format csv file as required by the state.

Currently the Deering Town website has incorrect information with regards how to make checks payable. Checks should be made payable to the Trustee of the Trust Funds but currently the site says make checks payable to Town of Deering Cemetery Trustees. We're investigating if there have been any plots and/or perpetual funds purchased and if so, where was payment deposited. John Reynolds from the Cemetery Trustees to have the website information updated. We are inviting a representative from the Cemetery Trustees to attend our future meetings. If three or more attend, then we will need to post an agenda from each committee.

Jill Smith providing CSV files for upload to the TOTTF website.

Motion to accept the CSV file as provided to us by our bank and information from the cemetery trustees made by Betsy, Virginia seconded. All in favor. Motion passed.

TOTTF Questionnaire for the 2022 audit completed by JP and signed by all trustees.

Motion made to approve the transfer of \$97,782.26 of funds from the Road Reconstruction and Maintenance ETP for road repair reimbursement to the General Fund and banking institution. Work done by Advanced Excavating and Paving. Virginia motioned; Elizabeth seconded. All in favor. Motion passed.

Investment Policy – Everyone signed the updated form for the Town Report. JP made a motion to accept the investment policy for 2023, Virginia seconded. All in favor. Motion passed. (Note, next time include date on all pages)

Jill Smith presented the transfer of Municipal and Transportation Improvement Funds collected in 2022 into the Trust Funds per instruction of the 2008 Town Meeting, Article 3.

2020 - \$13,845.00

2021 - \$14,211.00

2022 - \$13,905.00

Total - \$41,961.00

Elizabeth motioned to adjourn. Virginia seconded. All in favor. Motion passed. Meeting adjourned at 5:53 pm

Next meeting – June 29, 2023, 4pm, Deering Town Hall

Respectfully submitted by Elizabeth Kirby