

APPROVED
Trustees of the Town of Milford Trust Funds

January 16, 2019 Meeting Minutes

The meeting was held in the Board of Selectmen's room in the Milford Town Hall and it began at 1:45 pm.

Trustees Attending: Tina Philbrick
Janet Spalding

Trustee absent: Joan Dargie

Minutes were approved as amended for December 5, 2018

Emailed to: joandargie@aol.com and the trustees below:
janet@janetcpa.com
tphilbrick@milford.nh.gov

<u>Additional Attendees</u>	<u>Name</u>	<u>Company/Organization</u>
Arene Berry		Town of Milford Recreation Director
Jack Sheehy		Town of Milford Finance Director

Topic/Request:

Deposit:

- Deposit (December) from T/O Milford to Sewer Capital Reserve - \$10,000
- Deposit (December) from T/O Milford to Water Capital Reserve - \$20,000
- Deposit (January) from T/O Milford to Sewer Capital Reserve - \$20,000
- Deposit (January) from T/O Milford to Water Capital Reserve - \$20,000
- Deposit to the RTI Expendable Trust
 - Bill Drescher \$ 600 – Sec. M/Lot 43 Granite Ave
 - Frederick Hutchins \$1,200 – Sec. J/Lot 24 Maple
- Deposit Corey Stroller Memorial Scholarship – Total Deposit = \$5,768

◦ Corinne Bly	\$20	Elizabeth Bruce	\$20
◦ Brian Ware	\$25	Peter Simo	\$25
◦ Kenneth Jubett	\$30	Ralph Slavik	\$40
◦ Christel Hiney	\$40	Verna Ross-Hoyt	\$50
◦ Kathleen Northrop	\$50	Dahlen Family Trust	\$50
◦ John Swanson	\$50	Fredrick Morsheimer	\$50
◦ Jackson Family Trust	\$50	Anne Burke	\$50
◦ Brian Magoon	\$50	Barbara Joy	\$50
◦ Diane Knight-Auten	\$75	Joshua Breault	\$100
◦ Joseph Rocca	\$100	Andrew J. Stroller	\$100
◦ Rachel Tunick	\$100	Brian Sanborn	\$100
◦ Jacquelyn Stewart	\$100	Donald Shepard	\$100
◦ Paul Schellenberg Trust	\$100	Leslie Platto	\$100
◦ Michele Smith	\$100	Eugene Gregory	\$100
◦ Shira Doron Or	\$100	Marcia Doron	\$118
◦ Bradley Lanzer	\$125	Richard Haskins	\$150
◦ E. Robert Ditzel	\$200	Marc Stroller	\$250
◦ Frank Vumbaco	\$250	Lyle Steinberg	\$250
◦ Cynthia Dokmo	\$500	Jason Stroller	\$500
◦ NH Charitable Foundation	\$500	Kelly Stroller	\$1,000
- Check Request Woodmans Florist, Inc. \$36.00
- Check Request to TOM from the Sewer Capital Reserve Fund - \$58,000.00 – Repayment of Funds used for Engineering services for design and bid for the 2019 Wastewater Treatment Facility Dewatering Upgrade Capital Improvement Project.
- Check Request to TOM from the Water Capital Reserve Fund - \$24,223.90 – Repayment of funds used for the Water System 10 Year Master Plan Project.
- Check Request to TOM from the Water Capital Reserve Fund - \$38,500.00 – Repayment of funds used for the Water Source Exploration Phase II Project.

- Check Request to TOM from the Water Capital Reserve Fund - \$26,000.00 – Repayment of funds used for Engineering Services for design and bid for the 2019 Water Main Improvement, Capital Improvement Project.
- Citizens Bank Fees: 10/1/18 – 12/31/18
 - Marchesi (Town) \$ 972.72
 - Marchesi (School) \$ 935.43
 - Wadleigh Library \$2,025.38
 - O'Connor \$5,108.83
 - Milford Trust Funds \$6,374.68

Discussion:

- At a previous meeting the Trustees felt that it's unclear from the language of the CR ordinance as to if the funds can be expended from the Capital Reserve funds for vehicle purchases. This is similar to the \$5,900 from the Sewer CR for a sander requested at the October 31, 2018 Trustees meeting. Update: The request for the \$5,900 was withdrawn by the Water Utilities Director, Kevin Stetson. Janet requested Water Utilities to refer the ordinance to the Town Attorney for his interpretation. Upon clarification from the Attorney, the Trustees will meet to discuss. An e-mail was received in reply from the Water Utilities Director Keven Stetson on January 16th – "The Water and Sewer Commissioners are using the Capital Reserve Funds as allowed in the ordinance that was written by the Town's attorney. The funds that are deposited into Capital Reserves are paid from water and sewer user fees. The Water and Sewer Commission has the authority to decide how user fees are to be spent. Capital Reserve funds are not intended to have designated uses and should be able to be used as funds for operation of the utility as decided by the Water and Sewer Commission. The Trustees that are unclear about the use of Capital Reserve funds may want to consult the Town Attorney for clarification of the ordinance. I'm sure the Trustees will find that the funds are being used properly". Janet will draft a letter to the Town Attorney requesting his interpretation of the warrant articles.
- **Other:** Mail

Meeting Concluded: 2:00 PM

Next Meeting Date: Wednesday, February 06, 2019

Next Meeting Time: 1:30 pm