

Town of Chichester
Trustees of the Trust Funds
54 Main Street
Chichester, New Hampshire 03258
(603) 798-5350 Fax (603) 798-3170

February 17, 2023
TRUSTEE MEETING
APPROVED MEETING MINUTES

The Chichester Trustees of the Trust Funds met at 9:00 AM at Chichester Town Hall on February 17, 2023. The meeting was called to order at 9:00 AM. Trustees present were:

Trustee Blaze Konefal
Trustee Robert Lewis
Trustee Fred Shaw

1. December TD bank statement – Confirmed \$78,640 transfer from TD Bank to Three Bearings for the following Items

School Board	\$25,000
School Education ETF	\$15,000
School Grounds Development	\$20,000
Rescue Truck CRF	\$14,950
Vehicle Registration	\$ <u>3,690</u>
	\$78,640

The January 2023 TD Bank Statement was reviewed and reconciled with \$1.00 EOM account maintenance balance.

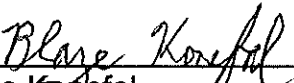
2. Cemetery accounts - Fidelity/Three Bearings Common Trust Fund statement for January, 2023 was not received at the time of the meeting.
3. CRF and ETF accounts - Fidelity/Three Bearings Common Capital Reserve Fund statement for January, 2023 was not received at the time of the meeting.
4. 2022 Tax information – Fidelity/Three Bearings sent interest and dividend tax information for the Cemetery Common Trust Fund and Common Capital Reserve Funds. The information is filed in the Trustee records.
5. Government Vehicle Maintenance ETF - Town of Chichester requested a \$16,247.60 withdrawal from the Government Vehicles Expendable Trust Fund. The request is supported by copies of receipts. There are adequate funds in the ETF for the withdrawal. **MOTION** to request that Three Bearings withdraw \$16,247.60 from the Government Vehicle Maintenance ETF and ATF transfer those funds to TD Bank. **APPROVED UNANIMOUSLY.**

6. Town Facilities CRF – Town of Chichester requested a \$17,691 withdrawal from the Town Facilities CRF. The request is supported by copies of receipts. There are adequate funds in the CRF for the withdrawal. **MOTION** to request that Three Bearings withdraw \$17,691 from the Town Facilities CRF and ATF transfer those funds to TD Bank. **APPROVED UNANIMOUSLY.**
7. Fire Truck CRF - Town of Chichester requested \$498,196 withdrawal from the Fire Truck CRF. The request is supported by copies of receipts. There are adequate funds in the CRF for the withdrawal. **MOTION** to request that Three Bearings withdraw \$498,196 from the Fire Truck CRF and ATF transfer those funds to TD Bank. **APPROVED UNANIMOUSLY**
8. 2023 Investment Policy – **MOTION** to approve and adopt the 2022 Investment Policy as the Investment Policy for 2023. **APPROVED UNANIMOUSLY**
9. Plodzick & Sanderson 2022 Trust Fund Audit Questionnaire – Trustee Lewis drafted responses to the Plodzick & Sanderson 2022 audit questionnaire. The Trustees reviewed the draft responses. **MOTIONS** to authorize Trustee Lewis to hand deliver the questionnaire responses dated February 17, 2023 to the Plodzick & Sanderson office.
10. Plodzick & Sanderson Document Request for Audit – Ploczick & Sanderson requested that Trust Fund documents be provided in connection with the 2022 audit of Trustee records. The Trustees reviewed the request and directed Trustee Lewis to hand deliver a copy of the response to the Plodzick & Sanderson office.

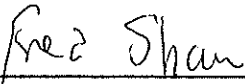
Next scheduled Trustee meeting: March 17, 2023 at Chichester Town Hall at 9:00 AM.

Adjournment: **MOTION** to adjourn at 11:08 AM. **Approved.**

Respectfully submitted:


Blaze Konefal


Robert Lewis


Fred Shaw