



# Town of Brentwood

## Trustee of the Trust Funds

*Minutes of the April 21, 2023, Trustee Meeting*

Trustees in Attendance: Julie Avant, Bill Dunham, and Megan Schneider

1. **Call to Order:** Meeting was called to order at 12:57 p.m., Bookkeeper of The Trust Funds, Julie Avant, presiding.
2. **Welcome New Trustee:** Julie Avant and Bill Dunham welcomed Megan Schneider, the newest Trustee of the Trust Funds (TTF). Avant gave a brief history of the committee and the changes that have been made over the years. All trustees recognize the great service Nick Wrighton, the former TTF Trustee, provided to the town through his dedication to the TTF.
3. **Review of Minutes:** Trustees reviewed the draft minutes from the previous February 17, 2023 TTF meeting, having been corrected for a number of typos. Minutes were thereby approved.
4. **Disbursements:** N/A
5. **Deposits & Monies Received:** Check for \$350,000 to fund town warrant articles approved at Town Meeting on March 18, 2023. There are no new funds that need to be set up from warrant article funds received.

Warrant Article Funding Breakdown:

<b>Town Article</b>	<b>Description</b>	<b>Amount</b>
Article 3	CRF: TOWN REVALUATION	\$25,000
Article 4	CRF: INFORMATION SYSTEMS	\$25,000
Article 5	CRF: MAINTENANCE OF TOWN OWNED BUILDINGS	\$25,000
Article 7	CRF: POLICE FACILITY	\$25,000
Article 9	CRF: HIGHWAY VEHICLES & EQUIPMENT	\$50,000

Article 10	CRF: CONSTRUCTION OF HIGHWAY BUILDINGS	\$150,000
Article 11	CRF: FIRE/RESCUE VEHICLES REPLACEMENT	\$50,000

Avant prepared the paperwork to submit the funds received to 3BA. Dunham and Schneider reviewed and signed.

6. **Review of Previous Distributions & Deposits:** Reviewed disbursement from February 17, 2023 TTF meeting outlined as follows:

*Katherine L Morrill Library Trust Fund - yearly income (2022) of \$228.26 (via ACH to Town). TTF to request a list of book titles purchased with said money to check in compliance with Trust, going forward.*

Avant reviews paperwork and confirmed funds were withdrawn.

7. **Other Business:** At the previous TTF meeting on February 17, 2023, Dunham took on the task to draft an email to the library director to ask for a list of books sent periodically to the TTF to ensure compliance with the directives of the fund. Dunham read the email. Avant and Schneider approved. Dunham to send email and copy Avant and Schneider.
8. **Next Meeting:** July 21, 2023 at 10:00 a.m., at the Town Offices, 1 Dalton Road.
9. **End of Meeting:** Meeting was adjourned at 1:37 p.m.

Respectfully Submitted by,

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Megan Schneider, Secretary