

Town of Lee, NH
Trustees of Trust Funds
Minutes
June 9, 2015

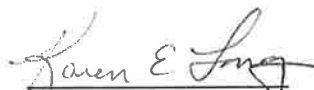
The meeting was called to order at 6:05 pm. The meeting was held in the meeting room at the Public Safety Building. In attendance were Trustees John H. Tappan, Rick Miller and Karen E. Long

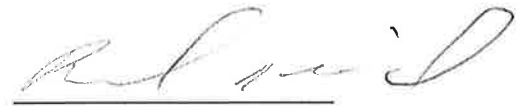
The following business was conducted.

1. Trustees Tappan and Long signed signature card to add Trustee Miller to NECU accounts..
2. Prior to this meeting, Trustees went to Optima bank to update the signature cards. They provided a copy of the paperwork to us. The documents contain the trustees SSN, so there was a concern about maintaining them as they would become public record. There is no statutory requirement that they be kept, so the trustees voted unanimously to shred the documents. Trustee Tappan agreed to take care of the shredding.
3. Trustees discussed the possible locations to create an account for the Lee Fair Fund. It was decided to have a money market at NECU. Trustee Tappan will go to NECU and open the account.
4. Trustees reviewed the six requests for reimbursement and the two requests for closure of funds provided by the selectmen. After a full review we voted to approve four of the requests for reimbursement and the two requests for closure. Two requests were returned to the selectmen with a request for additional information. The fund requests approved were: Highway Department Road and Bridge Improvement Plan Capital Reserve Fund, Internal Service Fund for Accrued Benefits, Highway Equipment, and the Town Buildings Capital Reserve Fund. The Fire Building Maintenance Fund and the Solid Waste Site Closure CRF accounts will be closed and the funds transferred to the town. The two fund requests not approved were: Library Community Center and the Land Use Change Fund. We will revisit these requests at our next meeting. Checks were issued for three of the approved fund requests. The remaining checks will be requested from Optima on June 10th.
5. We reviewed Optima account information which is available online.
6. We set a date of 6/17/15 at 6:00pm for our next meeting and discussed the agenda items for that meeting.
7. John Tappan will be attending the Trustee Seminar on 6/22/15.

There being no further business the meeting was adjourned at 08:25 pm.


John H. Tappan, Trustee


Karen E. Long, Trustee


Richard Miller, Trustee