



# Town of New Durham, New Hampshire

## TRUSTEE OF TRUST FUNDS MEETING

### MINUTES of October 22, 2014

**Attendees:** Bookkeeper Lois Parker, Trustee Angela Pruitt, Trustee David Allyn

The meeting was called to order by Bookkeeper Lois Parker at 5:32 PM.

#### **Agenda Business:**

- The minutes of the August 16, 2014, meeting were reviewed and approved as written. (Move: Parker, Second: Pruitt. **Passed unanimously.**) Approved minutes are to be forwarded to the Town Clerk for posting.
- The Trustees have received two requests from Laura Zuzgo, Town Welfare Clerk, for funds from the John Shirley Charity Fund for resident financial assistance. As of July 25, 2014, the total in the Charity Fund account was \$1,762.84.
- The first request was to pay two months' rent for a couple, both of whom had recently become unemployed and one of whom has recently been approved for disability but is waiting for payments to begin. They have qualified for a reduced housing rental rate program (through New Hampshire Housing Finance Authority, Section 8) but are waiting for approval for that to start and are currently two months in arrears on payment. The Town has agreed to pay one month's rent, and St. Katherine Drexel Church will pay one month. The Trustees voted to table a decision on advancing rent money from the John Shirley Charity Fund until the next meeting which will take place no later than December 15, 2014, by which time they will have an update on the status of disability payment and Section 8 housing approval. (Move: Parker, Second: Pruitt. **Passed unanimously.**)
- The second request was for repairs to a rental property owned by a non-resident. The Trustees voted to deny expending funds from the John Shirley Charity Fund for this project, as the request does not meet the criteria of the Fund. (Move: Allyn, Second: Parker. **Passed unanimously.**)

#### **New Business:**

- Bookkeeper Parker met with Judith Crouse, the new Town Finance Officer, to let her know the Trustees would make themselves available during the months of November and December to review disbursement requests from the Board of Selectmen as they are submitted to avoid a last minute rush prior to year-end. Ms. Crouse informed her that the review/disposition of requests for the year must be completed by December 29, 2014.
- Motion to adjourn at 5:50 PM. (Move: Parker, Second: Pruitt. **Passed unanimously.**)

Respectfully submitted,

David Allyn,  
Trustee of Trust Funds  
New Durham, NH