

Town of Wentworth Trustees of the Trust Fund Meeting Minutes
January 22, 2016

Trustees Present: Charles(Chip) Stata, Kathleen Springham-Mac, Ellie Murray
Others Present: George Morrill

Agenda: Mailing Addresses for accounts, Officers, Town Report Information, MS-9, Meetings,
Ellie's Home office

Motion to Open 12:10pm (Charles) (Second- Ellie)

Officers- Clarified that for the moment Charles is functioning and Secretary and Ellie is Treasurer.

Mailing Addresses- Trustee's accounts need to have the contact information changed to have all mail to TTF going to the Wentworth Town Office.

- Fidelity has many forms Chip will call to get instruction
- Putnam Fund we have contact information
- Wells Fargo we have contact information
- Pifzer we don't currently have contact information. Need to contact Investor Relations
- AT&T/Bell South we don't currently have contact information. Need to contact Investor

Relations

- Fairpoint we don't currently have contact information. Need to contact Investor Relations
- Verizon we don't currently have contact information. Need to contact Investor Relations
- Vodafone we don't currently have contact information. Need to contact Investor Relations
- Comcast we don't currently have contact information. Need to contact Investor Relations
- Frontier we don't currently have contact information. Need to contact Investor Relations
- MBIA Changed to PDIP Chip will contact Jo Ann Klatskin to get information on how to change contact information and permissions.

Review of MS9- Due date is March 1, 2016? Verify Due date and all Trustees will participate in preparation of the MS9 not just Ellie.

Meetings- TTF will meet every Friday at 12 noon until all current issues are resolved.

Ellie's Home office- Ellie will put all new mail arriving for TTF in a box and bring to weekly meetings. Additionally Ellie will begin bringing all TTF records and statements to the town office for the other Trustee's to review.

Town Report- Chip will ask Cathryn about what information and in what form she needs from the TTF for the the Town Report.

Meeting Adjourned 1:30pm
Minutes Submitted by Charles Stata

Town of Wentworth Trustees of the Trust Fund Meeting Minutes
January 29, 2016

Trustees Present: Charles(Chip) Stata, Ellie Murray
Others Present: George Morrill

Agenda: Mailing Address, Review Accounts, NHPDIP Account Permissions

Motion to Open 12:00pm (Charles) (Second- Ellie)

Review Accounts:

-Ellie provided Contact Phone numbers for Fidelity, Putnam, and Wells Fargo

-Ellie will bring contact information for Individual shares.

-We faxed Chip's contact information and a new permissions form to NHPDIP giving Chip full account access and rights to assign permissions. Kathleen will need to provide a contact form and fax to NHPDIP at the next meeting

-We had extensive discussion concerning the \$37055 deposit from NHPDIP

-We called NHPDIP and confirmed that the ACH deposit from NHPDIP on 9/3/15 was in a response to a 9/2/16 request from Ellie Murray.

-These fund were withdrawn from NHPDIP Account for the School Building Maintenance Fund in response to a request from the School Board. The Trustees received a Memorandum from Dan Rossner, SAU #48 Dated 9/3/15 requesting a total of \$37055 per School Board Meeting, March 7, 2015 Articles #4 (\$29425) & Article #5 (\$7630). These fund were withdrawn and Check #565 written to the Wentworth School District 9/3/15

-In a 10/20/16 Memorandum from Jennifer Sanborn, SAU#48 \$4250 of that original withdrawal was returned to the TTF in check # 2942 from Wentworth School District and deposited to the TTF checking account on 11/23/15. This amount needs to be returned to the NHPDIP Account.

-The Fourth Quarter Checks to the Cemeteries and the Library included that \$37055 NHPDIP deposit in error. Those checks were returned and we Voided

-Check #584 \$11008.52 Eastside Cemetery

-Check #585 \$11008.52 Foster Cemetery

-Check #586 \$11008.52 Village Cemetery

-It would appear Check#582 \$10154.62 Webster Library was written and Chip requested that Nancy hold that check without cashing. Chip will request she return the check to the trustees.

- Chip will meet Ellie at the Town Office on Saturday, January 29 at 12 Noon to pick up all Trustees records from Ellie's house.

-Chip requested the Post Office forward mail to the TTF from Elle's address to the Town Office.

-Ongoing Business which still needs to be resolved

-Correct Third and Fourth Quarter payments to Cemeteries and Library. Chip will verify these amounts after he gets the records from Ellie.

-Prepare Fund Balance Report for Annual Town Report. Chip will provide this to Cathrine after he gets the records from Ellie.

-Continue getting change of addresses with individual funds.

-Next Meeting February 5, 2016 12pm Noon at the Town Offices. Chip will Post

Meeting Adjourned 1:38pm

Town of Wentworth Trustees of the Trust Fund Meeting Minutes
February 12, 2016

Trustees Present: Charles(Chip) Stata, Ellie Murray, Kathleen Springham-Mack
Others Present: George Morrill, Cheryl Helfrich

Agenda: Review Accounts, NHPDIP Account Permissions, Review Plummer distributions and cut checks, School Check, Office Supplies, Plummer Forest, MS9/10

Motion to Open 12:10pm (Charles) (Second- Ellie)

Ellie confirmed that Town's investment income is Tax exempt. Some of our investment accounts are withholding in error. We need to correct this

- Need to Research which accounts are withholding and change status.
- Recover withheld funds.

Reviewed Trustees Report for the Town annual report. We have corrected some errors which were reported in previous years and verified that all current account balances match the 2015 Town Report. Chip provided those numbers to the Selectmen's Administrative Assistant for printing.

Reviewed Plummer investments deposits made in 2015 and agreed to write checks to the cemeteries and library.

Discussed \$37055 which was deposited to TTF checking account in error from the School district. Agreed to transfer money back and wrote Check #570 for \$37055 and Kathleen will deliver to the SAU.

Chip asked to buy necessary office supplies to support TTF activities. Agreed he would purchase the following and submit the receipts to the town for reimbursement.

- More Checks for Northway account starting with check #1000
- Paper Clips
- Staples
- Ink Cartridge for Chip's printer \$60
- Case of Printer Paper

It would appear that the last time the Plummer Forrest's management plan was reviewed was in 2010 and the Tree Farm Certification may have expired. Kathleen will research.

Received a letter from Alcatel-Lucent informing Trustees that the ADRs for shares are being discontinued. If the Trustees take no action the shares will be sold and funds returned to the Trustees. All agreed to allow the shares to be sold.

Discussed 11 Shares owned in Fairpoint. As this investment is currently paying no income all agreed these shares should be sold.

The State of NH MS9 and MS10 forms are due March 1. We will contact the town's account who has agreed to assist with preparing these forms.

-Next Meeting will be when Tammy? the account can be available to assist with preparation of the MS9 and MS10 form. Kathleen will contact Account and Chip will post the meeting.

Meeting Adjourned 1:38pm

Town of Wentworth Trustees of the Trust Fund Meeting Minutes
March 18, 2016

Trustees Present: Charles(Chip) Stata, George Morrill, Kathleen Springham-Mack
Others Present: Tammy Letson

Agenda: MS9, Elect Officers, Celebration Fund, Discuss Investment Status, Records Retention

Motion to Open 11am (Charles) (Second- George)

-George will be Secretary. Chip will be Treasurer, Kathleen will be Chair

-Celebration Fund should be given to the Wentworth Historical Society. Research if the funds were or were not established as a Capital Reserve.

-Discussion of Plummer Forest Timber management

-Discussion of TIN. Need to research and verify with IRS

-Agreed to open Fidelity Brokerage Account and request transfers of all individual stocks to that account.

-Agreed that the Trustees of the Trust Fund will maintain all records electronically until requested.

-Agreed to selling and close both Wells Fargo account and deposit to NHPDIP for short term.

-We need to decide what to do with operating checking balance before the end of this year.

-Filed MS9 form with the state with Tammy's help

Meeting Closed 2:20pm

Trustees of the Trust Funds

Wentworth, NH

PO Box 2 Wentworth, NH 03282

Meeting Minutes

Date / Time: September 16, 2016 - 6:30 PM

Place: Wentworth Town Office 7 Atwell Hill Road

Present: Chip Stata, Kathleen Springham Mack, George Morrill

Guests: Ryan Harvey

Purpose: Review forest summary created by Ryan Harvey.

After discussion of the survey, discussed with Ryan, the possibility of entering an agreement with Ryan to create a forest plan for the Plumber Lot.

Trustees of the Trust Funds

Wentworth, NH

PO Box 2 Wentworth, NH 03282

Meeting Minutes

Date / Time: October 5, 2016 - 6:30 PM

Place: Wentworth Town Office 7 Atwell Hill Road

Present: Chip Stata, Kathleen Springham Mack, George Morrill

Guests: Jordan King Ryan Harvey

Purpose: Meet with Jordan King to discuss forest management items for Plummer Lot.

Jordan reviewed his experience and items he would address as provider of the Forest management plan

Trustees of the Trust Funds

Wentworth, NH

PO Box 2 Wentworth, NH 03282

Meeting Minutes

Date / Time: November 21, 2016 - 6:30 PM

Place: Wentworth Town Office 7 Atwell Hill Road

Present: Chip Stata, Kathleen Springham Mack, George Morrill

Guests: Ryan Harvey

Purpose: Contract for Plumber Lot Forest Management plan.

Reviewed contract with Ryan. Signed contract for forest management with Ryan Harvey

Town of Wentworth Trustees of the Trust Funds
Meeting minutes December 11, 2016 12:00 Noon

Discussion of abutter encroachment of the Plummer Property.

Letter to be created to sent to abutters.

Neil Borger 117 Turner Road 11-5-16

Loretta Muzzey PO Box 265 Plymouth, NH 11-5-19

Kathryn Borger 53 Little Sweden Road 11-5-12

We will close the current account associated with the Plummer Fund. Amounts will be deposited into the PDIP account. The funds will be reinvested after review of investment options.

Discussion of Plummer fund distribution to the Library. Checks will be mailed the third Fruday (fourth for months with five Fridays) .

Approved payment to Ryan Harvey for current invoice. Amount \$1400.00