

Trustees of Trust Funds Meeting Minutes

DATE: September 24 ,2020 10 am

Meeting location: Virtual Meeting by telephone

Attendees: Laurie Chandler, Tim Driscoll, Nancy Jackson, Jim Wilbur. Dave Fitts absent.

1. Chairwoman Chandler called the meeting to order at 10am.
 - a. Motion to approve prior meeting minutes from 8/20/20 made by Tim (with one correction to Draft, previously made), seconded by Laurie, passed unanimously.
2. MS-9 and MS-10. Tim summarized all invoices and receipts/disbursements, reconciled Annual Report to MS-10, all balanced. He continues to maintain reports activity in TOTF binder in the Town Vault. All cemetery plot payments also reconciled. Motion to approve MS-9 and MS-10 reports as submitted by Cambridge Trust, made by Nancy, seconded by Tim.
3. Submissions to the Portal delivers the reports to both the Attorney General and Dept. of Rev. Admin. offices, so TOTF only needs to have our Administrator (Town Accountant) submit the report to portal.
4. Next meeting November 10, 2020 at 10am.
5. Meeting adjourned at 10:09, motion Laurie, second Tim.