

Trustees of the Trust Fund – Town of Benton, NH
Meeting Minutes – January 28, 2021, 6:00pm, Town Hall, Outside

Attendees: Laura Richardson, Chairperson; Mark Elliott, Trustee; Martin Noble, Trustee.

The meeting was called to order at 6:00pm, outside in front of Town Hall because of the pandemic, and despite darkness and 16-degree breezy weather.

Documents for review by the Trustees were provided digitally prior to the meeting.

Mark Elliott moved to approve the meeting minutes as written from the last meeting of the Trustees, January 27, 2020. Marty Noble seconded the motion, and the motion was approved. The minutes for this meeting will be posted on Benton's website, www.tobenton.org, as are previous meeting minutes. .

Laura Richardson reviewed updates to the Investment Policy for the Trustees and the Trust Funds. Marty Noble made a motion to accept the Policy, Mark Elliott seconded the motion, and the motion was approved. All three Trustees signed the Policy. It will be uploaded to the Axiomatic website for review by the Department of Revenue Administration and the Charitable Trusts Division of the NH Department of Justice, along with the MS-9 and MS-10 reports.

Mark Elliott moved to accept the MS-9 and MS-10 Reports as updated by Laura Richardson and Marty Noble seconded the motion; they will be uploaded as required, with final digital copies provided to the Trustees, Town Treasurer, and Selectboard. Submitting the MS-9 and MS-10 Reports is handled through the Axiomatic portal, which the Trustees began using in 2018 during its transition phase. Laura Richardson updated the Trustees with the new password.

The Trustees reviewed and approved the Trust Funds Report to be published in the annual Town Report, with Mark Elliott moving for approval and Marty Noble seconding the motion; the motion was approved. This Report provides 2020 end-of-year balances for all Trust Funds. Laura Richardson will forward it to the selectboard as a quarterly report, and Dwight Swauger, town treasurer, website manager, and coordinator of the Town Report.

Laura Richardson will send to the Town's financial auditors, Plodzik & Sanderson, all records they request and showed the other trustees draft responses to the Audit Questionnaire.

Because the reporting process for the trust funds involves numerous steps, and because of the pandemic many of us are thinking about our mortality. Laura Richardson plans to create a manual for potential future chairpersons of the trust funds of the whole process and various responsibilities. Just in case.

As elections for town positions approach, Mark Elliott agreed to be considered again as a Trustee of the Trust Funds and concurred that this team and our roles are effective.

With all other business addressed, Marty Noble moved to close the meeting, and Mark Elliott seconded the motion. The meeting was adjourned at 6:06pm.