



TOWN OF PEMBROKE TRUSTEES OF TRUST FUNDS MEETING MINUTES

April 5, 2021
Pembroke Town Hall
311 Pembroke Street

ATTENDANCE:

Present:

Gerard Fleury - Chairman – Trustee of Trust
Courtney Eschbach – Trustee of Trust Funds
Joyce Colby – Trustee of Trust Funds

Mark Hollis – Concerned Citizen
David Jodion – Town Administrator

The meeting was conducted remotely using GoToMeeting and called to order at 6:30 p.m.

Chairman Fleury read the mandatory language pertaining to the emergency order allowing for remote meetings and citing the connection details.

The first order of business was the approval of the minutes of the meeting of November 16, 2020. Chairman Fleury entertained a motion to approve which came from Trustee Eschbach. and seconded by Trustee Colby. Chairman Fleury called for the required poll vote. The vote was all in favor and the motion passed.

1. The next order of business was the ratification of poll votes of December 23, 2020 to distribute funds to the Town pursuant to vouchers submitted by Town Administrator David Jodion as follows:

Date	Capital Reserve Name	Amount of Distribution
12/23/2020	Roadway & Infrastructure	\$54,167.83
12/23/2020	Town Equipment	\$161,173.00
12/23/2020	Municipal Facilities	\$26,238.50
12/23/2020	Replace Cruisers	\$20,939.00
12/23/2020	Rec Improvements	\$8,908.00
12/23/2020	Cemetery Improvement	<u>\$3,100.00</u>
		\$274,526.33

The motion came from Trustee Eschbach with a second from Trustee Colby. Chairman Fleury called the roll and the motion passed unanimously.

2. Then came a motion to ratify a poll vote taken January 22, 2021 to distribute funds to the Town pursuant to vouchers submitted by Town Administrator David Jodion as follows:

Date	Capital Reserve Name	Amount of Distribution
1/27/2021	Town Equipment	\$1,133.98
1/27/2021	Municipal Facilities	\$11,158.50
1/27/2021	Rec Improvements	\$5,665.00
1/27/2021	Police Small Equipment	<u>\$792.50</u>
		\$18,749.98

The motion came from Trustee Eschbach with a second from Trustee Colby. Chairman Fleury called the roll and the motion passed unanimously.

3. Discussion then ensued regarding the future composition and leadership role for the Trustees. As has long been announced, Chairman Fleury reiterated his intention to resign but indicated that he was uncertain how soon his letter of resignation could be submitted to the Selectmen. Town Administrator Jodion stated that the Selectmen were scheduled to meet in two days and that resignations and appointments could still be included for that scheduled session.

Mr. Fleury asked Mr. Hollis if he was still interested in being appointed by the Selectmen, noting that he narrowly lost election in the recent contest against Trustee Colby. Mr. Hollis replied that he did still have interest and he took the opportunity to congratulate Trustee Colby on her election victory. Mr. Fleury noted that this was the first time in his memory that there has been competition for the post of Trustee in Pembroke and he informed Town Administrator Jodion that a letter of resignation and recommendation was be drafted and sent immediately following this meeting.

Mr. Fleury then brought up the subject of transfer of control. He pointed out that despite the fact that there are three trustees and it takes a vote of at least two before any actions can be taken, the role of bookkeeper is essentially a one-person job and it requires a license to Intuit Quicken in order to maintain the book and produce the reports for the Town Report and the State of New Hampshire. It was noted that the Town would pay for a license to be loaded on the personal computer of a Trustee. After brief deliberation, Trustee Eschbach agreed to assume that role. Chairman Fleury agreed to collaborate on the transfer of historical data and to review the monthly file download and reconciliation processes as soon as a license to Quicken has been obtained.

There being no further business to conduct, Chairman Fleury entertained a motion to adjourn which was offered by Trustee Eschbach, seconded by Trustee Colby and passed without objection at 6:57 p.m.