



WINDHAM TRUSTEES OF THE TRUST FUND
TRUSTFUNDS@WINDHAMNH.GOV

OLD VALUES – NEW HORIZONS

Date

April 23, 2025, 8:32 AM

Location

Conference Room, Bartley, Windham, NH

Attendees

Alberto Chang and Dave Martolf

Elections of Officers

Alberto Chang was elected to be chair and Dave Martolf will be vice chair.

On Boarding

Alberto Chang provided to Dave Martolf details about the upcoming annual Municipal Trustee Training Workshop help by the state of NH's Dept. of Justice. Dave Martolf will check his schedule and confirm his ability to attend June 17th conference and will contact Deb Padykula directly to request for her to register him for the conference. Current details of the conference is found here: <https://www.nhmunicipal.org/event/1058>

Alberto Chang also provided to Dave Martolf links to trustee training onboarding tools offered by the State of NH: <https://www.doj.nh.gov/bureaus/charitable-trusts/municipalities/video-training-municipal-trustees>

TD Signatory Authorization

Alberto Chang has notified TD about changing the authorized signatories on the account today. He wrote an email to EscrowDirect@td.com to inform them on the 3 current trustees.

Alberto Chang also has notified our TD contacts, Keith Pike and Tracey Whipple about the change.

Checks Deposited

The following amounts were transferred into the subaccounts from the master account:



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The following amounts were transferred to the cemetery subaccount:

- \$200 from Bushnell (check 5008)
- \$600 from McCoy (check 6647)

The following amounts were transferred to the Moeckel Pond subaccount:

- \$1,179 from Moeckel Pond Village District (check 1035)

Deposits and Disbursements

The following check were received that will be deposited to our TD checking account in the subsequent days:

- \$132,000 from the Town of Windham (check 174588) for Nesmith Library Solar Power purchase (\$32,500) and for Property Maintenance Trust (\$100,000)
- \$11,544 from the Town of Windham (check 174379) for Town Common Beautification.
- \$600 from Janet Conroy (check 275) for the cemetery maintenance subaccount.
- \$600 from Nolan (Block 25, lots 18, 19, 20) (check 955) for the cemetery maintenance subaccount.
- \$400 from Stone/Fox (Block 23, lots 54 and 55) (check 6769) for the cemetery maintenance subaccount

No disbursements were requested.

Digitizing the Original Stock Certificates

Alberto Chang reported that he is awaiting from Suzanne Moran of TD who contacted her back office to identify the protocol for submitting the certificates and will back to us with instructions. Alberto Chang will follow up with her.

Documents for Destruction

King Information Systems has pulled boxes from various departments that were indicated in the system to be due for destruction. The Clerk's office is looking for the authorization from the Trustee of the Trust Funds to move forward with the destruction, or, if the Trustees would like them held longer for three specific boxes: 114 (TR-CAP), 381 (TR-Monthly Statements), and 544 (TR-Month End).

