

# Town of Hampton



## TRUSTEES OF THE TRUST FUNDS

JUNE 26, 2008 8:30 a.m.

PRESENT: Robert (Vic) Lessard, Chairman  
Ted Atwood  
Warren J. Mackensen, Bookkeeper  
David Hamilton, Clerk

ABSENT: John J. Kelley, Sr.

The meeting was called to order at 8:30 a.m. by Chairman Lessard.

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### **Real Estate Trust Fund Bidder List:**

The Trustees met to re-review and approve the bidder list for the Request For Proposals (RFP) about to be released on July 1, 2008. Two changes were made to the bidder list that was previously approved by the Trustees at the Trustees' meeting on June 16, 2008.

Merrill Lynch was added back to the list as they are now intending to submit a bid through the Merrill Lynch Trust Company, which conforms to Section B.2. of the Draft Specifications for the Request For Proposals.

The Vanguard Group made a change to their contact person and associated contact information, which is now reflected in the revised bidder list.

The approved bidder list will be attached to the minutes of this meeting.

**MOVED** by Mr. Hamilton to approve the revised bidder list for the RFP.

**SECOND** by Mr. Atwood.

**VOTE: 4-0-0**

**Motion Passed**

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**Real Estate Trust Fund Income:**

The Trustees received a letter from the Board of Selectmen requesting that one or more of the trustees appear before the Selectmen in July or August to provide an update on the anticipated income from the Real Estate Trust Fund. The Trustees selected the August 11 Selectmen's Meeting. Chairman Lessard and Bookkeeper Mackensen will appear at the meeting.

**MOVED** by Mr. Atwood to have two of the Trustees appear before Board of Selectmen as requested.

**SECOND** by Mr. Hamilton.

**VOTE: 4-0-0**

**Motion Passed**

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**Hampton Beach Village District "Replace Apparatus" Capital Reserve Fund:**

The Trustees received a letter from the NH Department of Revenue Administration (DRA) requesting documentation on the discontinuance of the "Replace Apparatus" capital reserve fund. The Trustees asked the Bookkeeper, who has the documentation, to send a letter to the DRA in response to this request.

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**Real Estate Trust Fund 2007 MS-9 Beginning Balance:**

The Trustees received a letter from the NH Department of Revenue Administration (DRA) advising them that the DRA changed the 2007 beginning balance for the Real Estate Trust Fund on the 2007 MS-9 to reflect the 2006 MS-9 ending balance.

The Bookkeeper entered the 2007 beginning balance based on the 2006 ending balance from the 2006 Town of Hampton approved audit.

The Trustees asked the Bookkeeper to contact the DRA and resolve the different figures.

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The next meeting of the Trustees is scheduled for Monday, July 14, 2008, at 3:00 p.m.  
TD Banknorth will be present at this meeting.

**MOVED** by Mr. Hamilton to adjourn.

**SECOND** by Mr. Atwood .

**VOTE: 4-0-0**

**Motion Passed**

The meeting adjourned at 8:45 a.m.

Respectfully submitted,

*Warren J. Mackensen*

Warren J. Mackensen, Bookkeeper