



TRUSTEES OF TRUST FUNDS

April 15, 2025 3:00 p.m.

Quarterly Meeting

TRUSTEES: Warren Mackensen
Christopher Nevins
Joyce Skaperdas (excused absence)
Corey O'Neil
James Dearden

PUBLIC: Matt Ferreira, Associate Superintendent for Finance and
Operations SAU #21
Nancy Tuttle, Finance Manager for SAU #21

ADVISOR: David T. Mayes, Three Bearings Fiduciary Advisors
Zachary Zwick, Three Bearings Fiduciary Advisors

The meeting was called to order at 3:03 p.m. by Chair Mackensen.

The Pledge of Allegiance was recited.

Introduction of Guests

Guests Matt Ferreira and Nancy Tuttle introduced themselves.

Trustee Oath of Office

The Town Clerk, Cheryl Hildreth, administered the oath of office for re-elected trustee Warren Mackensen at the Town Hall before this meeting.

Quorum Determination

Chair Mackensen noted that four trustees were present. There was a quorum.

Election of Officers

The following officers were elected:

| | | |
|------------------|------------|---------|
| Warren Mackensen | Chair | (3-0-1) |
| Joyce Skaperdas | Vice-Chair | (4-0-0) |
| Corey O'Neil | Bookkeeper | (4-0-0) |

Approval of Minutes

Minutes of January 21, 2025, meeting were approved by email vote in January.

1st Quarter 2025

Market Trends were provided as of March 31, 2025.

- Poor domestic performance in Q1, strong performance in International equities:
 - S&P 500 -4.28%
 - Russell 2000 -9.51%
 - MSCI EAFE Index 8.09%
 - Real Estate (Vanguard REIT ETF) 2.69%
 - S&P High-Yield Corporate Bond Index 1.15%
 - S&P Investment Grade Corporate Bond Index 2.24%
- Big divergence between Growth and Value, Growth underperformed Value, flipped from Q4:
 - iShares S&P Growth (IUSG) -8.68%
 - iShares S&P Value (IUSV) 0.07%
- Money flowed into of Treasuries across the board. Rates fell for short, intermediate, and long-term US Treasury securities:
 - 30-year Treasury: Decreased from 4.78% to 4.59%
 - 10-year Treasury: Decreased from 4.58% to 4.23%
 - 5-year Treasury: Decreased from 4.38% to 3.96%
 - 2-year Treasury: Decreased from 4.25% to 3.89%

Sector Trends were provided as of March 31, 2025.

| | | | |
|---------------------------|---------------------------------|---------------------------------------|--------------------------------------|
| Energy XLE 9.94% | Health Care XLV 6.54% | Utilities XLU 4.91% | Consumer Staples XLP 4.44% |
| Real Estate XLRE 3.55% | Financial Services XLF 3.43% | Materials XLB 2.67% | Communication Services XLC -0.08% |
| Industrial XLI -0.22% | Technology XLK -11.05% | Consumer Discretionary XLY -11.75% | |

Real Estate Trust Fund

This Fund gained 2.2% during the first quarter. The Month-end Market Values bar graph and the line graph with month by month results were presented.

The Fund ended the quarter with a total market value of \$22,826,698.

The Fidelity Account Custody Statement, Quarterly Performance Report, the Morningstar Portfolio X-Ray and TrustTrak Fund Snapshot Report were reviewed.

The allocation in this Fund is 0% Cash, 26% US Stocks, 10% Non-US Stocks, 59% Bonds, and 5% Other.

Common Trust Fund

The Fund gained 2.2% during the first quarter. This fund ended the quarter with a total market value of \$49,117.

The Fidelity Account Custody Statement, Quarterly Performance Report Package, and Morningstar Portfolio X-Ray were reviewed.

The allocation in this Fund is 4% Cash, 26% US Stocks, 6% Non-US Stocks, 58% Bonds, and 6% Other.

Common Capital Reserve Fund

The Fund gained 1% during the first quarter. This fund ended the quarter with a total market value of \$5,178,197.

The Fidelity Account Custody Statement, Quarterly Performance Report Package, and the Morningstar Portfolio X-Ray were reviewed.

The allocation in this Fund is 3% Cash, 16% US Stocks, 0% Non-US Stocks, 81% Bonds, and 0% Other.

SAU 21 Winnacunnet School District Common Capital Reserve Fund

The Fund gained 1% during the first quarter. This fund ended the quarter with a total market value of \$917,294. This fund is similar to the Common Capital Reserve Fund.

The Fidelity Account Custody Statement, Quarterly Performance Report Package, and the Morningstar Portfolio X-Ray were reviewed.

The allocation in this Fund is 3% Cash, 14% US Stocks, 0% Non-US Stocks, 83% Bonds, and 0% Other.

Cemetery Maintenance Expendable Trust Fund

The Fund lost 1.9% during the first quarter due to the market correction relating to tariffs. This fund ended the quarter with a total market value of \$915,790.

The Fidelity Account Custody Statement, Quarterly Performance Report, and the Morningstar Portfolio X-Ray Report were reviewed.

The allocation in this Fund is 1% Cash, 59% US Stocks, 0% Non-US Stocks, 40% Bonds, and 0% Other.

MS-9 Report

The TrustTrak MS-9 Report for the first quarter was reviewed.

MS-9 and MS-10

Chair Mackensen reported that the MS-9 and MS-10 reports were submitted online to the Charitable Trusts Unit and the Department of Revenue.

The MS-9 has been digitally marked as “Review Complete.”

The MS-10 has been digitally marked as “Review Complete.”

Combined Transactions Listing

The TrustTrak Combined Transactions Listing was reviewed.

Trustees Documents Archiving

The Investment Advisor will soon comply with NH RSA 33-A:3-a by transcribing all 2024 Trustee records onto a thumb drive and delivering the thumb drive in a marked envelope to the Town Clerk for safekeeping in the Town Vault.

Trustees Audit

The Trustees’ records are audited as part of the Town audit by Plodzik & Sanderson.

Mr. Mayes has provided the records to the auditors, as required.

Mr. Mackensen answered the audit questions in February and replied to the auditors.

Review of 2025 Town Warrant Ballot Results

The Trustees reviewed the three articles affecting capital reserve funds that passed:

- Hampton Article 18 – Add \$500,000 to Road Improvement CRF
- Hampton Article 22 – Establish a new CRF “Municipal Buildings Capital Reserve Fund” under RSA 35:1 and fund it with \$100,000 from the Unassigned Fund Balance for the purpose of maintaining, repairing and upgrading any municipally owned buildings and facilities of the Town
- Hampton Article 29 – Add \$27,500 to Firefighters Turn Out Gear/Personal Protective Equipment CRF

SAU #21 Disbursements

Winnacunnet Schol District Health Care Expendable Trust Fund

Principal and income balance approximately \$314K

\$100,000 request for reimbursement of FY25 health care costs incurred.

Expenses reported on global report.

MOVED by Mr. Mackensen to disburse \$100,000 from the Health Care ETF.

SECONDED by Mr. O'Neil.

VOTE: 4-0-0

Motion Passed

Winnacunnet High School Building Maintenance Expendable Trust Fund

Principal and income balance approximately \$219K

\$80,722.50 request for FY25 completed repairs. Paid invoices reviewed.

MOVED by Mr. Mackensen to disburse \$80,722.50 from the School Building Maintenance ETF.

SECONDED by Mr. Nevins.

VOTE: 4-0-0

Motion Passed

Winnacunnet High School Future Repairs

Winnacunnet High School Building Maintenance Expendable Trust Fund

\$13,925 request for FY25 future HVAC repairs (April vacation)

Under contract. Paid invoices to be submitted before disbursement.

MOVED by Mr. Mackensen to disburse \$13,925 from the School Building Maintenance ETF upon review of paid invoices.

SECONDED by Mr. Dearden.

VOTE: 4-0-0

Motion Passed

Winnacunnet High School Building Maintenance Expendable Trust Fund

\$19,965 request for FY25 future sprinkler repairs (Summer)

Under contract. Paid invoices to be submitted before disbursement.

MOVED by Mr. Mackensen to disburse \$19,965 from the School Building Maintenance ETF upon review of paid invoices.

SECONDED by Mr. Nevins.

VOTE: 4-0-0

Motion Passed

Firefighters Turn Out Gear Disbursement

\$6,432.23 request for expenses incurred.

Paid invoices submitted and reviewed.

MOVED by Mr. Mackensen to disburse \$6,432.23 from the Firefighters Turn Out Gear/Personal Protective Equipment CRF.

SECONDED by Mr. O'Neil.

VOTE: 4-0-0

Motion Passed

Trustee Training

Trustees were advised of Trustee of Trust Funds training sponsored by the NH Municipal Association on June 17, 2025. The training will be both in-person and virtual. The Town will reimburse the in-person workshop fee or the virtual workshop fee as an incidental charge to the Town (RSA 31:24). Trustees should use their personal credit card to sign up. Mr. O'Neil and Mr. Dearden indicated they would attend virtually.

Town Report - Trustees Summary Data

Chair Mackensen reported that the Trustees Summary Data in the 2024 Town Report was printed as submitted (not reduced in size) and is very readable.

He sent an email to the Town Manager, the Executive Assistant, and the Finance Director expressing his appreciation for the improvement.

Public Comment

Winnacunnet employees Matt Ferreria and Nancy Tuttle expressed their appreciation to the Trustees for their diligence in overseeing the SAU #21 capital reserve funds.

Next Meeting

Tuesday, July 15, 2025, at 3:00 p.m. in the Selectmen's Meeting Room.

Adjournment

The meeting adjourned without objection at 4:42 p.m.

Respectfully submitted,

Warren Mackensen, Chair