

Trustees of the Trust Fund, City of Rochester MINUTES

Meeting date | time 9/6/2017 4:00 PM | Meeting location Rose Room, 2nd Floor, Rochester Public Library, 65 S. Main Street, Rochester, NH 03867

Meeting called by	Rob Pallas	Ester Turner, Trustee
Type of meeting	Planning	Also in attendance:
Facilitator	Rob Pallas, Trustee	Michelle Smith, Bill Smith, Shaun & Mark Collopy
Note taker	Sherry Beaudoin, Trustee	

AGENDA TOPICS

Time allotted | N/A | Agenda topic Approve Minutes from 7-25-17 | Presenter Sherry Beaudoin

Meeting minutes were approved by Rob Pallas and seconded by Ester Turner.

Action items	Person responsible	Deadline
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N/A

Time allotted | N/A | Agenda topic Public Input/Cemetery Issues | Presenter Michelle Smith

Michelle supplied copies of various documents, newspaper articles, reference material and historical documents pertaining to cemeteries in Rochester to be added to the public files in city hall. Bill Smith is still working on maps from Richard Longo as discussed in the 7-25-17 meeting. Michelle explained that she is still working on the correct spelling and identification of persons buried in the French Hussey cemetery lot located on Washington Street, Rochester. When she has all the data collected she will present to the board of trustees.

Action items	Person responsible	Deadline
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Time allotted | N/A | Agenda topic Public Input/Hanson Pines Project | Presenter Shaun Collopy

Presentation of multiple fitness stations with visual aids, as well as follow up information to the three points of interest we outlined during our 6-20-17 meeting. Laura Krans, Assistance Recreation Director, was met with and provided fundraising leads. Shaun collected & shared feedback from area residents who run about the proposed project. Finally, he located the Field of Dreams, Salem, NH, outfitted with Greenfield Outdoor Fitness equipment for our review and inspection. Stations expected to cost \$1000 per item with a 100% match offered by the manufacturer, does not include installation, (which would be done by volunteers) or shipping costs from California. Ester made the motion to accept the presentation, Sherry seconded and we agreed meet again with Shaun after his presentation with the eagle scout board for final approval.

Action items	Person responsible	Deadline
Follow up meeting with Shaun @ Hanson Pines, providing the proposal is approved by the eagle scout board regarding fundraising and placement within the park.	Ester Turner	After Eagle Scout Meeting

Time allotted | N/A | Agenda topic Hanson Park-Vandalism, workshop update | Presenter Rob Pallas & Ester Turner

Now that the school is back in session, the damaged QR codes have been removed and will be replaced by the teachers who have the saved digital image. Tree graffiti is a problem and Rob reached out to Charlie, our forester, for a solution but he didn't have one. Michelle Smith offered to provide information on a product/process used for cemetery stones that may be helpful. Ester provided the group with information regarding the workshop she attended for creating trails, bridge building and boat launches. There is a UNH Cooperative Extension member, Emily Lord who is looking to build a small bridge that may be helpful to Hanson Park-north side.

Action items	Person responsible	Deadline
Information about product to clean graffiti to Rob Pallas	Michelle Smith	ASAP
Follow up with Stacey @ Riverwalk about bridge	Ester	10-4-17

Time allotted | N/A | Agenda topic Cemetery Trusts | Presenter Rob Pallas

Rob shared with the group copies of documents provided by Lorraine St. Jean (interested citizen) & Brian Brennan (previous trustee of the trust funds) to be added to the public cemetery file and an email by Tom McDuffee requesting help with a marker for private family cemetery located behind Rochester Motor Sports, RTE 11, Farmington, NH. Also, Rob has discovered that there is no stone at the Cold Spring Cemetery for Samuel & Elizabeth Doe as requested by the trust of Ephraim O. Hammett Fund of 1934. The trustees agreed that they want to clean up the Annie Dore cemetery and the Trickey lot before snow flies.

Action items	Person responsible	Deadline
Filing of copies of documents to trustees' files in city hall	Sherry Beaudoin	10-4-17
Collect 20 signatures required for marker at McDuffee cemetery	Rob Pallas	ASAP
Contact person in charge of Cold Springs re: missing stone	Rob Pallas	10-4-17
Get a quote for landscaping at Annie Dore Lot	Rob Pallas	ASAP
Get permission from abutter to access Dore Lot	Ester Turner	ASAP
Clean up the boundary around the Willand Cemetery	Ester Turner	10-4-17

Time allotted | N/A | Agenda topic *Private Session* | Presenter Sherry Beaudoin

The members of the trustees of the trust fund went into private session per exemption C, paragraph II of RSA 91A:3 Non-Public Session. Upon completion of the private discussion, it was motioned by Ester Turner to keep the minutes of the private session closed. That motion was seconded by Rob Pallas.

Ester Turner then brought up the issue of public attendance at the meetings. It was reviewed in our handbook for trustees of the trust funds, issued by the Department of Justice, charitable trust unit, that although the public is allowed to attend, participation is only by invitation. The trustees routinely issue an open invitation during the public input time on the agenda. After the public input closes, only specific individual or groups who have been invited previously to speak and then only to the agenda item planned for them. Further input or disruption is not allowed and the public cannot continue to interject themselves into the discussion of the trustees meeting topics. It was agreed that there is a need to set ground rules to the public for future meetings.

Rob Pallas made a motion to adjourn, seconded by Sherry Beaudoin

Meeting adjourned 5:37pm