

**Trustees of Trust Funds
Swanzey NH
Meeting of Jan. 03, 2013**

Minutes are not final until reviewed and approved by Trustees. Approval generally takes place at the next scheduled meeting of Trustees.

The meeting came to order in Town Hall at 1:45 PM. Present were Steven Bittel and Richard Scaramelli. Ed Morenz had excused himself by telephone.

Year-End Accounting. Members reviewed and discussed preliminary MS-9 and MS-10 forms, prepared by Bittel.

Non-Public Session. At 2:00 PM, members went into non-public session (moved by Bittel, seconded by Scaramelli) per RSA 91-A:311(a), Reputation. Town Administrator Shane O'Keefe joined the non-public session. At 2:30 PM, on a motion by Bittel, seconded by Scaramelli, Trustees exited the non-public session and returned to the public session.

Moved by Bittel, seconded by Scaramelli, to seal the minutes of the non-public session. Motion carried 2-0-1 absent.

Historical Museum. At 2:35 PM, Mary Faulkner joined the meeting, with an invoice for year-end supplies purchased for the Museum. Upon completion of a satisfactory voucher form, Trustees cut a check to Gaylord Bros., Inc., in the amount of \$277.77 from the CRB N-R account. Bittel prepared year-end cash-receipts/disbursement journal for the Museum account for Mary to review.

Vanguard accounts. For the remainder of the meeting, Trustees reviewed each of the newly-opened Vanguard accounts, preliminary to executing a change of custodians at the Jan. 22, 2013 meeting.

Adjournment, 3:00 PM. Moved, seconded, carried by plurality.

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Next Meeting: Jan. 22, 2012 at 10 AM

R. Scaramelli, secretary pro tem