

Meeting Location: New Ipswich Town Office, 661 Turnpike Road, New Ipswich

Meeting Date: August 13, 2025

Attendees: Jeff Carter, Mary Passamonte, Debbie Deaton, and Robert Zinsmeister.

The meetings were called to order at 1:30 p.m.

Trustees of the Trust Funds

Old Business:

The minutes of the July 16, July 30, and August 4 meetings were read and approved.

New Business:

The Park and Rec director presented a critical problem with the pool. Both skimmers are badly cracked and cause leakage. The quotes received to repair them are for about \$30k. Because there is not enough funding available, she asked to have her previous \$15k request (6/4) to seal the basketball court withdraw. That was agreed to. She also asked if it is permissible to draw funds from both the Parks/Rec and Pool Maintenance CRFs. We saw no reason that could not be done. We then gave our preliminary approval to two distribution requests:

- \$20k from the Parks and Rec CRF for skimmer repair, and
- \$10k from the Pool Maintenance CRF, also for skimmer repair.

A discussion of procedural matters led to two changes. A new form for requesting funds prepared by Jeff was adopted. A discussion of work flow led to the following process. The Accounting Clerk (Mary) will control all request packages and add items to the TTF meeting agenda. As the process moves along, she will collect and add the quotations, invoices, copies of checks, and receipts. The completed paper package will then be scanned into electronic format but kept on the file for one year.

The DPW Director asked to withdraw a previous request of \$14k from the Building Maintenance CRF (7/16) for replacing a transformer. He looked at other options as that was considered too expensive. A less costly (\$1k) solution was the addition of a buck/boost regulator to the existing transformer. It was agreed to withdraw the original request as he will then submit one for \$1k.

Two cemetery checks related to plot purchases were received and mailed to TBFA for deposit as principal:

- #102 of \$500 for V. and M. Tandus, and
- #209 of \$500 for M. and C. Tandus.

Two cemetery checks related to burials were received and mailed to TBFA for deposit as income:

- #577 of \$250 for Emberly and,
- #29560 of \$500 for Ojala.

Twelve requests for distributions were prepared and faxed to TBFA:

- \$2,000 from the N I Cemetery trust for cemetery management software,
- \$24,000 from the N I Cemetery trust also for the cemetery management S/W,
- \$529.99 from the N I Cemetery trust for purchasing a laptop computer,
- \$300 from the Burton trust for the contra dance and music presentation,
- \$34,770 from the Revaluation CRF for the 2023 and 2024 evaluations,
- \$800 from the Revaluation CRF for the property evaluation consult in 2024,
- \$2,045 from the N I Cemetery trust for GPR mapping,
- \$3,126.16 from the 275th Anniversary trust for ornaments,
- \$16,543 from the Building Maintenance CRF for generator repair at the PD,
- \$398 from the Burton trust for the contra dance speaker,
- \$3,598.73 from the Building Maintenance CRF for repairing the DPW lift, and
- \$480 from the 275th Anniversary trust for the American Sign Language lecture.

The trustees also approved the request that was approved by the Stearns-Burton Committee. From the Library for *Animal Talk* by The Reptile Nook presentation to be held on August 23rd.

Stearns-Burton Committee

New Business:

The committee received and approved a request from the N.I. Library for *Animal Talk* by The Reptile Nook presentation to be held on August 23rd. The preliminary request was approved on July 16th.

The meetings were adjourned at 3:49 p.m.