

Goffstown Trustees of Trust Funds
Meeting Minutes
February 10, 2026

In Attendance: Chair Melanie Renfrew-Hebert, Fred Plett, Bill Tucker, Danielle Basora, Zac Hofland.

Call to Order:

Chair Melanie Renfrew-Hebert called the meeting to order at 6:01 PM.

Bill Tucker moved, and Fred Plett seconded, to approve the minutes of December 9, 2025 with corrections. A minor correction was made to change “these” to “the” funds in the motion made concerning the Goffstown Public Library. **VOTE: 3-0-0. Approved unanimously.**

We commenced with the review of the MS-9 and MS-10. Zac had spent quite a bit of time comparing them with our meeting minutes to review activity captured on the report.

- At the April 8th meeting in 2025, a new trust fund was established for the Rita M. Banfield Revocable Cemetery Trust for \$5,000 at Westlawn Cemetery. The funds were instead mistakenly added to the K. Holler fund. This needs to be fixed. Clarfeld needs to set up a new line item.
- Grasmere town hall restoration fund - \$70 was deposited following the 2/11/25 meeting. \$20 was accepted at the 10/14/25 meeting but this earlier acceptance does not appear to be reflected in the MS-9. This needs to be fixed. They did receive the \$20 so it may have been misapplied.
- Fire Equipment - \$350,000 per 2025 Warrant article which was passed, deposit accepted 4/8/25 – no issues.
- Goffstown School district \$300,000 CRF per 2025 Warrant article which was passed. Deposit accepted 8/12/25. No issues.
- Sewer Commission CRF – no voter needed. Deposit accepted 2/11/25 – no issues.
- Clayton S. Ginnard memorial scholarship, \$10,000. Though this was deposited correctly on August 12, 2025, there is no meeting minutes to date accepting these funds. **Fred Plett moved, and Bill Tucker seconded,** to accept the \$10,000 for the Clayton S. Ginnard memorial scholarship. Approved unanimously.
- \$460 was withdrawn twice in 2025 for flower funds, but this is correct, since the first one represented a 2024 delayed request.
- The same with the Library funds. The 2024 disbursement was paid out in late 2025.
- The Sandra Ellison Trust paid out \$9,000 out of an \$18,819.64 income. It should have been exactly half, but that didn't happen. The Trustees accept that the payout was close enough. The remainder should go into principal. Zac fixed that.
- They appear to have correctly allocated their fees, 70% from principal, 30% from income.
- There is a mismatch between the buckets that they are placed in between the MS-9 and the MS-10. The principal balance on the MS-10 is \$216,000 higher than the MS-9, and the opposite is true for income. So they just have 216,000 in the wrong bucket. This needs to be fixed.
- The MS-10 we received is missing the Capital Reserve Funds.
- **Fred Plett moved, and Bill Tucker seconded, to approve the MS9 and MS10 with corrections that we've noted through the work of our staff, subject to Clarfeld incorporating these corrections. VOTE: 3-0-0. Approved unanimously.**

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We reviewed the monthly Clarfeld statement.

The IT department is working on creating e-mail addresses for the Trustees for the town network and all of our paperwork will be available through the town portal.

Bill Tucker moved, and Fred Plett seconded, to adjourn. VOTE: 3-0-0. Passed unanimously.
Meeting adjourned at 6:32 PM.

Our next meeting will be April 14, 2026 at 6:00 PM.