**DRAFT MINUTES for Town of Dalton Trustees of Trust Funds Meeting – December 21st, 2020**.

Meeting called to Order 5:01 PM

Approved Draft Minutes from October 19th meeting.

December 21st agenda approved.

Chair Updates – Emailed other Trustees of transferring funds to be discussed in today’s agenda and Secretary updates.

Vanessa Cardillo sent an email on October 26th, stating that she had sent a resignation letter. Resignation letter was not received. Motion accepted to accept resignation based on her email and not showing up for meetings. Resignation accepted unanimously.

Secretary reconciled accounts to match Jon Swan’s statement reconciliations.

Rose Carter reviewed Mascoma potential to move banking from Passumpsic to Mascoma. She stated though she would like due diligence be made before making any decisions to change banks

Jon Swan to reach out to DRA to see if any reason why there are 2 accounts (2781 & 2782 General Funds and Capital Reserve). We are looking to see if we can combine the two accounts which would make reconciliation easier and accounting simplified. To be discussed at Next Meeting.

Jon Swan proposed to transfer  $123,044.14 from acct #2782 (Gen Funds at the Bank) to 2781 Capital Reserve to balance the accts at the bank. Motion Approved. Jon Swan will initiate the transfer.

MS9/MS10 are due by March 1,2021 for year 2020.

MS 9/10 2020 for Year 2019 were accepted and approved.

Town of Dalton TTF webpage update (Tab Needed For Departments Dropdown) – We are still working on a solution to the website to have Trustee of Trust Funds page added to the Municipal Departments drop-down menu.

Rose mentioned absence of Cemetery funds update. Last Cemetery addition was added in 2013. Trustees of Trust Funds is looking into this.

Trustees of Trust Fund received check requests from the Select Board \*\* $2214 from Town Building Funds reimburse Town of Dalton. Work on Ansul system & fire extinguishers. Motion Passed to reimburse.

Select Board requests $9847.10 to Town of Dalton for the Pay Per Bag Fund. Account only has $9741.87 for this fund. Motion made to reimburse the town based on the funds in account 9741.87. Motion Approved unanimously. Jon will make checks out to the board.

Trustees of Trust Funds still seeking alternates as a Trustee.

 Public Comments – No public in attendance

Date For Next Meeting - TBD

Adjourn – Adjourned at 5:44PM

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