

Town of Peterborough

**TRUSTEES OF TRUST FUNDS
TOWN OF PETERBOROUGH**

Quarterly Meeting of the Trustees
Charter Trust Company
Peterborough, N.H.

October 4, 2012

8:00 AM

Agenda

1. Minutes of the Last Quarterly Meeting – 6/12/12
2. Investment Review – Charter Trust
3. Confirmation of Actions Since Last Meeting
 - Library investment program – June 14, 2012
 - Receipts
 - Disbursements
4. Other New Business
 - Ed Henault – Open Space funds questions from 6/12/12 meeting
 - Investment Advisory Agreement
5. Set Date and Time for Next Board Meeting

TRUSTEE OF TRUST FUNDS
Peterborough, New Hampshire

QUARTERLY BOARD OF TRUSTEE MEETING

June 12, 2012

The Town of Peterborough Trustees of Trust Funds met on Tuesday, June 12, 2012 pursuant to notice, at 8:00 A.M. at the offices of Charter Trust Company, Main St., Peterborough, New Hampshire. The Trustees were represented by Andrew N. Manns, Chairman of the Board of Trustees, J. Roderick Falby and Russell H. Picard. Russell Picard kept the records of the meeting. Also in attendance were John Griffiths, Kim Franklin of Charter Trust Company and Edward Henault as a representative of the Conservation Commission.

1. Edward Henault presented two questions concerning the Land Acquisition capital reserve fund. The first question was: "Why is the cumulative income balance of the fund negative?" The answer provided by Charter Trust was: previously there was an approved expenditure in excess of income. This negative balance was being offset by subsequent income. It was decided to make an accounting adjustment to apply this excess to principal and in so doing remove the negative balance from the income presentation. The second question was: "What is the expenditure of \$237.67 in May of 2011?" This question remains unanswered and is being researched by Charter Trust.
2. The minutes of the last quarterly meeting held on March 22, 2012 were accepted as drawn. (Falby/Manns)
3. Mr. Griffiths presented his commentary on the economy and market conditions. He noted although the US economy continues to be balanced toward growth the situation in Europe and China is weighing heavily on the markets worldwide. He presented a comparison of the equity portfolio sectors compared to the S&P 500 and noted the variances are closer than the March comparison resulting from the recent investment programs.
4. The first five month results of the top ten best and worst equity investments were reviewed. The top 10 representing 13.82% of the allocation were led by Apple with a 5.4% return. The bottom 10 performers representing 9.10% of the allocation were led by the energy sector.

5. The Town of Peterborough-Principal & Income Funds investment programs were discussed and accepted as advised. The Library Fund investment program was not approved at the meeting because of the effect on income; however, a revised program was subsequently approved. Please see the attached three sale and purchase recommendations as approved by the trustees.
6. Asset allocation for the three portfolios after the investment programs are as follow: **Principal Portfolio:** Cash 2.10%, Fixed Income Securities (including short-term investments) 37.84%, Equities 60.06%. **Invested Income Portfolio:** Cash 14.69%, Fixed Income Securities 50.26%, Equities 35.05%. **Peterborough Library Portfolio:** Cash 1.19%, Fixed Income 38.74%, Equities 60.07%.
7. Receipts and disbursements since the last meeting were reviewed. Receipts totaled \$6,536.50 and disbursements \$43,922.95. The activity report since March 22, 2011 is attached.
8. The next meeting of the Trustees of Trust Funds will be held Thursday, September 27, at 8 A.M. at the offices of Charter Trust Company in Peterborough, NH.

There being no further business to conduct, it was unanimously voted that the meeting be adjourned at 9:20.

For the Board of Trustees



Russell H. Picard, Trustee