

WINCHESTER COMMISSION OF TRUST FUNDS

Meeting of January 31, 2019

A meeting of the Board of Commissioners of Trust Funds was held on Thursday, January 31, 2019, in the Winchester Room at Town Hall. The meeting was attended by Commissioners Hayes Miller (Chair), Bob MacIntosh (Secretary) and David Risgin, as well as by Sheila Tracy, Town Treasurer, and Stacie Ward, Town Comptroller. The meeting commenced at 8:02am.

First, the Commissioners approved the *minutes* from the previous meeting on December 19, 2018. These *minutes* will be placed on file at the Town Library by Ms. Tracy.

Following, the Commissioners approved expenditures from the Asa Fletcher Fund (\$519.50) and the Housing Capital Fund (\$1,500). There were no other expenditures this period. However, Ms. Tracey and Ms. Ward warned the Commissioners that there would be multiple withdrawals from the Asa Fletcher Fund before the next meeting of the Commissioners of Trust Funds. Also, the Commissioners acknowledged receipts of \$6,400 into the Cemetery Permanent Care Fund (from the sales of conventional grave sites) and \$2,000 into the Library Endowment Fund.

Next, the attendees took up the topic of the Housing Capital Fund. Ms. Tracy distributed copies of *minutes* from a meeting of the Board of Selectmen on April 11, 1988 when the Selectmen unanimously passed a motion about how the fund should be managed and how expenditures should be processed. The Commissioners agreed to study these *minutes* before the next meeting in February and to be ready to discuss their potential applicability to the current discussions in the Town concerning the use of both the Housing Capital Fund and the Asa Fletcher Fund.

Subsequently, the Commissioners discussed the investments held in the various portfolios. While the financial markets across virtually all asset classes continued to experience significant volatility and over the past four months, the Commissioners expressed satisfaction that the portfolios performed relatively well due to the reduction in “risk” exposure implemented by the Commissioners during the spring and summer. Also, Commissioner Miller – using portfolio software provided by Fidelity Investments – pointed out that the exposures to specific sectors (e.g., “technology,” “healthcare,” and “financials”) are generally in line with those of the representative benchmark (the “S&P 500”). After some discussion, the Commissioners concluded that they were comfortable with the current allocations and, thus, no trades were deemed necessary at that time.

<u>Security</u>	<u>Main</u>	<u>Endowment</u>	<u>Retiree Health</u>	<u>Library Trusts</u>
<u>Buys:</u> --- None --- (“---”)	-----	-----	-----	-----
<u>Sells:</u> --- None --- (“---”)	-----	-----	-----	-----

The meeting concluded at 8:52am.

The market values of the Funds as of December 31, 2018 were:

Main Account*:	\$3,916,072.73
Library Endowment*:	\$1,840,696.18
Retiree Health Care Trust*:	\$2,971,343.46
Library Trust Funds*:	\$835,510.42
Housing Capital Account**:	\$1,006,514.63

* custodied at Fidelity Investments

** an MMDT account

The Commissioners agreed to meet again on Wednesday, February 20, 2018 at 8:00am.

Respectfully submitted,

Robert B. MacIntosh, CFA, Secretary