A meeting of the Board of Commissioners of Trust Funds was held on Wednesday, December 18, 2019, in the Mystic Valley Room at Town Hall. The meeting was attended by Commissioners Hayes Miller (Chair) and Bob MacIntosh, as well as by Sheila Tracy, Town Treasurer / OPEB Trust Trustee, and Stacie Ward, Town Comptroller. The meeting commenced at 8:07am. Commissioner MacIntosh served as Secretary.

First, the Commissioners reviewed the minutes from the previous meeting on November 22, 2019 (which had been prepared by Commissioner David Risgin). Both Commissioners Miller and MacIntosh suggested some revisions – which will be communicated to Commissioner Risgin by Commissioner Miller so that a finished version can be completed and delivered to Ms. Tracy for filing at the Town Library.

Following, the Commissioners approved expenditures from the Sandy’s Island Fund of $180, and noted a series of withdrawals from the Asa Fletcher Fund totaling $12,117.17 – with one of these withdrawals purported to be a loan that will be paid back by the recipient over a number of years. (The Commissioners did not recall having seen such a “loan” from the Asa Fletcher Fund and will monitor the progress of future paydowns of principal by the recipient.) There were no other expenditures from any other accounts this period. The Library Endowment received $1,168.66 in donations this period.

Next, Ms. Tracy updated the Commissioners on the capital project at the Library. As the construction work is progressing a bit behind schedule, there will likely by a cost overrun of $8,000 – bringing the total anticipated withdrawal from the Library Endowment Fund to $68,000. Once the construction bills have been received, the Commissioners will adjust the asset allocation of the Library Endowment Fund to align again with the allocations of both the Main Account and Retiree HealthCare Trust Fund. (Perhaps any necessary rebalancing trades of securities can be effected as part of the semi-annual asset allocation realignments that are scheduled for all of the portfolios in February 2020.)

Subsequently, the Commissioners discussed the investments held in the various portfolios. The Commissioners noted that the asset allocations for all four portfolios were within their respective percentage bands as stated in the Investment Policy Statement. As a result, no trades will be made this month. However, given how well the equity markets – especially in the growth and international sectors – have performed recently, the Commissioners agreed to monitor the financial markets for any signs of a correction. Also, following up from last month, Ms. Tracy reported that all of the portfolios are now coded so that all dividends will be automatically reinvested into more shares of each dividend-paying security; this practice will help to ensure that the cash balances in the portfolios do not increase beyond the current amounts.

<table>
<thead>
<tr>
<th>Security</th>
<th>Main</th>
<th>Endowment</th>
<th>Retiree Health</th>
<th>Library Trusts</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Buys:</strong> -- none --</td>
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</tr>
<tr>
<td><strong>Sells:</strong> -- none --</td>
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The meeting concluded at 8:42am.
The market values of the Funds as of November 30, 2019 were:

- **Main Account**: $4,483,906.23
- **Library Endowment**: $2,166,684.82
- **Retiree Health Care Trust**: $3,802,787.13
- **Library Trust Funds**: $907,087.06
- **Housing Capital Account**: $907,856.67

* custodied at Fidelity Investments
** an MMDT account

The Commissioners agreed to meet again on Wednesday, January 22, 2020 at 8:00am.

Respectfully submitted,

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Robert B. MacIntosh, CFA, Acting Secretary