

## The Hugh Cargill Trust Committee

Minutes of the public meeting held January 8, 2019

Chairperson Sally Clutter called the meeting to order at 9:17 AM in the Assessor's Office conference room at 24 Court Lane Concord, Massachusetts

Also present were: Robert Abraham, Tax Relief; Judy Terry, Treasurer; Lucy Rosborough, Intake; Deena Whitfield, and Michael Lawson, Select Board Liaison.

The committee approved the public meeting minutes with amendments, from the December 11, 2018 meeting. The executive session minutes of December 11 will be approved at the February meeting. The Treasurer's Report for January was approved. Judy reminded the committee that the report was based on the calendar year rather than the town fiscal year.

### **Continuing Business:**

New member, Deena Whitfield was welcomed into the committee. All new members and members who need to renew their certificates biannually, were reminded of the Conflict of Interest course that is required for all municipal workers and volunteers. This course is available online.

### **Concord Cares:**

Sally stated that the Concord Cares solicitation letters are expected to be sent sometime between end of January and mid February 2019. The remittance envelopes have been ordered and the letter has been finalized. If there is time before mailing, the list may include family foundations as well as the selected business and faith addresses.

### **Tax Relief:**

Sally reported that tax relief applications were sent out end of December 2018. Applications are due back January 25, 2019. Phone calls to remind qualified applicants will be made prior to that time. Senior tax relief recipients received the new application with

instructions on how to recalculate their income based on any deduction they may receive from the new Senior Means Tested Tax Exemption Program which went into effect January 1, 2019 and was retroactive for the first 2 quarters.

**Silent Fund:**

Judy reported that the approved \$7500 dollars plus an additional \$570 was distributed over the holidays and that an additional \$7500 will need to be requested for camperships. Michael confirmed that the next meeting of the town Trustees will be held on January 29, 2019 at 7:30 PM. Sally will contact Kerry LaFleur to have the Trustees include the request for the additional \$7,500 on their agenda.

**New Business:**

Judy wrote and submitted our Annual Report.

**General**

The following committee assignment changes will be effective for the February meeting:

Chairperson	Sally Clutter (Concord Cares and Silent Fund)
Treasurer	Judy Terry (assist with Intake next mo.)
Clerk	Deena Whitfield
Tax Relief	Robert Abraham (Acting Clerk)
Intake	Lucy Rosborough

Judy will be Chairperson for the next meeting in place of Sally who will be unavailable for the February meeting.

At 10:25 AM on a motion made and seconded, the committee voted to adjourn from open session to discuss, in closed session, individual requests for funding.

Respectfully submitted,

Robert Abraham  
Acting Clerk