

## The Hugh Cargill Trust Committee

Minutes of the special public meeting held April 7, 2020

Chairperson Sally Clutter called the meeting conference call to order at 9:16 AM

Present from the Committee were: Robert Abraham, Tax Relief; Lucy Rosborough, Intake, Judy Terry, Treasurer; and Deena Whitfield, Clerk

Also present were: Mike Lawson, Chair, Select Board, Jeremy Romanul, Senior Administrative Assistant, Town of Concord; Bonny Wilbur, Community Services Coordinator, Town of Concord; and Jennifer Ubaldino, Executive Director, Concord/Carlisle Community Chest

### **Discussion of Hugh Cargill Trust Response to the COVID-19 pandemic**

Due to the pandemic, there is considerable concern that we have many Concord residents in need. How can we identify those needy families and develop ways to fulfill their needs while staying within our charter?

It was suggested that the charter gives us reasonable latitude to: meet more frequently and/or relax the annual cap. In order to relax the cap, we may need the Select Board to affirm such a request.

Lucy advised that, currently, the most urgent requests are for rent money. Bonny advises that there will be no recertification by the Housing Authority until 2021, but if a client's income is increased or decreased by 10%, there is an opportunity for a rent adjustment. Those who live in public housing and are having difficulties can speak to Marianne Nelson, Executive Director of Concord Housing. Others who live in private housing can speak to their landlords.

We discussed the various resources for help which include but may not be limited to: Hugh Cargill Trust, Community Services, St. Vincent de Paul, faith communities, Open Table, Community Chest, Council on Aging, and the Neighbor Brigade. We want to publicize these resources on the Town website, Community Chest Website, with written material distributed at the grocery stores and pharmacies, and on social media. Mike indicated that he would work on having a resource page on the town website with a link to the Community Chest. Jennifer said that she would do the same on the Community Chest website with a push to Facebook and Instagram. There was discussion that we could also publicize this in a town-wide mailing which has been suggested by the Town Manager; it could also go in the energy bill.

Bonny advises that the Concord Parent League wants to contribute \$1000 and Bonny will facilitate its going to Hugh Cargill Trust. Mike will ask if it is possible for the Town to transfer some of its reserve fund money to HCT or if the Trustees could open more funds to HCT. We discussed the possibility of our own appeal for money

- received electronically, if possible. We will wait to hear from Mike to learn if the Town is able to do this for us.

Judy suggested that we might transfer the \$2000 currently in HGT#2 to HCT#3 so that is more readily available for distribution. This can be requested at our next public meeting. In addition, we might look to the Silent Fund whose charter only indicates that it is for the poor and needy. Bonny advises that she is assuming that the Silent Fund will be providing camperships for this summer as kids are needing this outlet and working families are needing the childcare.

On a motion made and seconded, the committee voted unanimously to ask the BOS for the authorization to relax the annual and monthly caps to families. This will enable us to increase our yearly and monthly giving if we so choose; the process and guidelines will be discussed at a later date if we determine that we, indeed, want to relax the cap

On a motion made and seconded, the committee unanimously voted to adjourn at 10:22 AM.

**The next meeting of HCT will be on Tuesday, April 14 at 9:15.**

Respectfully Submitted,  
Deena Whitfield, Clerk