

## The Hugh Cargill Trust Committee

### Minutes of the public meeting held June 9, 2020

Chairperson Sally Clutter called the meeting to order at 9:31 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

#### **APPROVAL**

Minutes: The public minutes of May 12, 2020 were unanimously approved for release as corrected. The May 12, 2020 executive committee minutes were unanimously approved as read.

**Treasurer's Report:** The treasurer's report was unanimously approved as presented. According to TriCon, their check for \$100 for Concord Cares has been processed; however, it has not shown up in our account. Jeremy will follow up.

#### **CONTINUING BUSINESS**

**Committee Assignments:** On a motion duly moved and seconded, Judy Terry was unanimously elected the new Chair of Hugh Cargill Trust beginning July 1, 2020. She has agreed to continue in her role as Treasurer. Sally will remain on the Committee until a new member is identified and will continue to work with Concord Cares and the Silent Fund. Lucy, Bob, and Deena will continue in their current roles.

**Silent Fund Camperships:** Only one request has come through for payment.

**Tax Relief Applications:** Approximately 47 tax relief applications were mailed in May as scheduled. Jeremy has advised that a number have already been received and will be reviewed in mid-June in advance of the July 1 mailing of bills. Bob will call those people whose applications have not yet been received by the deadline.

#### **NEW BUSINESS**

**HCTC Calendar:** Sally has created a monthly calendar of important dates for HCTC that she will distribute to all the members.

#### **OTHER BUSINESS**

**Electronic Storage of HCTC documents:** Jeremy suggests that we house HCTC documents on the town's google.doc site where they will be accessible to members of the committee only. He will confer with the town clerk to assure that this will not be a violation of open meeting law.

**Adjournment:** At 10:13 AM on a motion made and seconded, the committee voted to adjourn from open session for the purpose of discussing individuals or families seeking assistance, the disclosure of which would be a violation of privacy.

**NEXT MEETING:**

**The next regular HCTC meeting is scheduled for July 14, 2020 at 9:30.**

Respectfully submitted,

Deena Whitfield, Clerk