

Hugh Cargill Trust Committee
Minutes of the Meeting
January 14, 2016

Pursuant to a notice filed with the Town Clerk, a meeting of the Hugh Cargill Trust Committee was called to order in the meeting room of the Assessor's Office, 24 Court Lane, Concord, Massachusetts.

Present were: Susan Eckel, Chairman; Paul Lovecchio, Treasurer; Judith Terry, Clerk; Christopher Corkery, Tax Relief; and Ray Andrews, Intake Officer. Also present: Mike Lawson, BOS Liaison.

The meeting was called to order at 9:15 AM

Minutes: Minutes from the December 8, 2015 meeting were approved as written, both of the regular meeting and the executive session.

Treasurer's Report for January 2016 was approved as written. A discussion followed concerning the shortfall between amounts donated to the HCT and the annual disbursements. The HCTC makes between 75-80 awards annually.

Tax Relief: The letters sent out to taxpayers who potentially receive tax relief are regularly updated to reflect the latest circuit breaker information. Christopher will send the revised procedures and tax relief letters to HCTC clerk (Judy) who will forward them to the Town Clerk's office, Selectmen's Secretary plus a copy for the files.

Silent Fund: Ray reported on the Silent Fund after shadowing Alice Van Deusen as she has coordinated the Silent Fund donations for this past year. After discussion, the HCTC decided that we are willing to take on the additional responsibility if we can legally do so. It was decided that an additional committee member is not necessary at this time. Mike Lawson will talk with Anita and Tony to find out how the HCTC can take over the Silent Fund administration. Sue pointed out that having the HCTC administer the SF will improve the committee's connections to Town and church employees who are in a position to identify those citizens who could benefit from the HCT.

New Business: There is a tax relief article on the spring Town Meeting Warrant. The HCTC should be prepared to speak to the article.

At a motion made and seconded, it was VOTED: to adjourn the Open Session and enter into Executive Session to discuss individual requests, and not to return to Open Session. The meeting was adjourned to Executive Session at 10:00 am.

Mr. Andrews	Aye
Ms. Eckel	Aye
Ms. Corkery	Aye
Mr. LoVecchio	Aye
Ms. Terry	Aye

The next regularly scheduled meeting of the Hugh Cargill Trust Committee will be Tuesday, February 9, in the Board of Assessor's conference room.

Respectfully submitted,

Judith Terry
Clerk

3/21/2016

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Executive Session, January 14, 2016

On a motion duly made and seconded it was voted to open the Executive Session at 10:00 AM.

Mr. Andrews	Aye
Ms. Corkery	Aye
Ms. Eckel	Aye
Mr. Lovecchio	Aye
Ms. Terry	Aye

Mr. Andrews presented requests for assistance.

Today HCTC considered 19 requests for assistance from 17 people totaling \$17,157.90. The committee approved all or part of 18 requests from 16 people totaling \$5,793.58. Of this total, \$1,058.77 was for 6 requests from CMLP funds. The remainder, \$4,734.81, was from HCT funds.

On a motion duly made and seconded it was voted to adjourn the Executive Session of the Hugh Cargill Trust Committee at approximately 11:45 am.

Mr. Andrews	Aye
Ms. Corkery	Aye
Ms. Eckel	Aye
Mr. Lovecchio	Aye
Ms. Terry	Aye

Respectfully submitted,

Judith Terry
Clerk