



## REPORT OF TRUST AND CAPITAL RESERVE FUNDS

Form Due Date: **March 1st (Calendar Year), or September 1st (Fiscal Year)**

### Instructions

A hard copy of this form, as well as the signature page, must be sent to:

Department of Justice  
Office of the Attorney General  
33 Capitol Street  
Concord, NH 03301-6397

#### Cover Page

- Select the Municipality name from the pull down menu
- Enter the preparer's information

#### Reporting:

- Complete all fields as necessary for the *Report of Trust Funds* and *Principal Only* sections.
- INVESTMENT POLICY - RSA 31:25 requires the trustees to adopt an investment policy and review and confirm this policy at least annually. A copy of this policy must be filed with the Director of Charitable Trusts (RSA 31:25, 34, 35:9).
- PROFESSIONAL BANKING AND BROKERAGE ASSISTANCE - RSA 31:38-a enables you to have a professional banking or brokerage firm assist you in performing your trustee duties. Refer to the law for further information. Attributable expenses may be charged against the trust fund involved, however, please be advised the fees can be taken from income only and not from principal.
- WEB SITE - A trustee handbook can be downloaded from the website for the Attorney General's Charitable Trust Division at [www.doj.nh.gov/charitable](http://www.doj.nh.gov/charitable)
- FAIR VALUE - Use this section to disclose the fair value (market value) of principal only. This information may be obtained from financial publications or from your professional banker or broker.
- CAPITAL RESERVE FUND - Must be kept in a separate account and not intermingled with any other funds of the municipality (RSA 35:9).
- WHEN and WHERE TO FILE - By March 1 if filing for a calendar year and by September 1 if filing for optional fiscal year. See instructions and address on the last page of this form. If you hold funds for the school, the school business administrator will also need a copy for the school's financial report.

#### For Assistance Please Contact:

#### NH DRA Municipal and Property Division

Phone: (603) 230-5090

Fax: (603) 230-5947

<http://www.revenue.nh.gov/mun-prop/>

#### ENTITY'S INFORMATION

Municipality: AMHERST

County: HILLSBOROUGH

Total of All Funds: 4,666,271.09

#### PREPARER'S INFORMATION

First Name

John

Last Name

Haley (Cambridge Trust Company)

Street No.

75

Street Name

State St-18th Fl, Boston, MA

Phone Number

(617) 441-1512

Email (optional)



**AMHERST (013)**

**1. CERTIFY THIS FORM**

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Preparer's First Name

John

Preparer's Last Name

Haley (Cambridge Trust Company)

Date

Jul 14, 2016

**2. SAVE AND EMAIL THIS FORM**

Please save and e-mail the completed PDF form to your Municipal Services Advisor.

**3. PRINT, SIGN, AND UPLOAD THIS FORM**

This completed PDF form must be PRINTED, SIGNED, SCANNED, and UPLOADED onto the Municipal Tax Rate Setting Portal (MTRSP) at <http://proptax.org/nh/>. If you have any questions, please contact your Municipal Services Advisor.

**TRUSTEE CERTIFICATION**

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

*[Signature]*  
 Trustee of Trust Funds Signature

Trustee of Trust Funds Signature

*[Signature]*  
 Trustee of Trust Funds Signature

Trustee of Trust Funds Signature

*[Signature]*  
 Trustee of Trust Funds Signature

*Per RSA 31:38, copies of this report must also be provided to the governing body of the municipality and to the Attorney General at the following address:*

**Department of Justice**  
**Office of the Attorney General**  
 33 Capitol Street  
 Concord, NH 03301-6397

MS-9 CRF  
 REPORT OF THE TRUSTEES OF TRUST FUNDS FOR THE TOWN OF AMHERST, NH  
 FOR PERIOD ENDING JUNE 30, 2016  
 CAPITAL RESERVE FUNDS (ACCOUNT NUMBER XXXXX25)

PRINCIPAL AND INCOME

NAME OF FUND	BEGINNING BALANCE	FUNDS ADDED	FUNDS EXPENDED	MONTHLY INCOME	% ENDING	ENDING BALANCE
HIGHWAY EQUIPMENT FUND	16,706.04	0.00	0.00	42.06	1.25%	16,748.10
RESCUE SQUAD FUND	23,455.99	0.00	0.00	59.07	1.76%	23,515.06
AMBULANCE FUND	249,276.53	0.00	0.00	627.73	18.69%	249,904.26
FIRE TRUCK FUND	291,858.47	150,000.00	0.00	1,064.55	33.13%	442,923.02
LIBRARY FACILITY EXPANSION FUND	44,197.72	4,948.14	0.00	122.16	3.69%	49,268.02
ASSESSING REVALUATION FUND	58,091.60	25,000.00	(83,226.50)	173.48	0.00%	38.58
FOREST VIEW CEMETERY DESIGN	2,761.23	0.00	0.00	6.94	0.21%	2,768.17
COMPUTER SYSTEM	59,747.63	0.00	0.00	150.46	4.48%	59,898.09
COMMUNICATION FUND	31,079.63	15,000.00	(5,069.00)	98.93	3.07%	41,109.56
RECREATION FIELD ACQ/CONSTR FD	2,337.55	0.00	0.00	5.88	0.18%	2,343.43
BRIDGE REPLACEMENT FUND	20,102.33	0.00	0.00	50.63	1.51%	20,152.96
FORESTVIEW CEMETERY EXP FUND	14,249.09	0.00	0.00	35.87	1.07%	14,284.96
STRUCTURAL REPAIR FUND	0.00	0.00	0.00	0.00	0.00%	0.00
FIRE STATION RENOVATION FUND	0.00	55,000.00	0.00	120.84	4.12%	55,120.84
<b>Amherst School District</b>						
ASD CAPITAL FACILITIES FD	97,331.90	0.00	0.00	245.08	7.30%	97,576.98
EDU STUDENTS W DISABILITIES FD	50,055.10	50,000.00	0.00	235.92	7.50%	100,291.02
<b>Souhegan Co-op School District</b>						
SCHOOL UNFUNDED LIABILITIES	51,385.72	0.00	0.00	129.38	3.85%	51,515.10
SCHOOL MAINTENANCE FUND	154,098.43	65,000.00	(110,000.00)	364.56	8.19%	109,462.99
<b>TOTALS</b>	<b>1,166,734.96</b>	<b>364,948.14</b>	<b>(198,295.50)</b>	<b>3,533.54</b>	<b>100.00%</b>	<b>1,336,921.14</b>

REPORT OF TRUST FUNDS. TOWN OF AMHERST NH. JUNE 30, 2016  
 MS-9 REPORT FOR STATE OF NEW HAMPSHIRE

July 1, 2015 to June 30, 2016

DATE OF CREATION	NAME OF TRUST FUND	PURPOSE	HOW INVESTED	Principal						Income			
				BALANCE BEGIN OF YEAR (JULY 1, 2015)	NEW FUNDS CREATED	CASH GAIN OR LOSSES	FEES	WITHDRAWALS	BALANCE END OF YEAR JUNE 30, 2016	BALANCE BEGIN OF YEAR (JULY 1, 2015)	INCOME DURING YEAR %	AMOUNT	EXPENDED DURING YEAR
1927	EMMA L. CLARK	LIBRARY	Cm Stock, Muni Bds, Money Mkt	8,242.89	-	(106.15)	(53.63)	-	8,083.11	1,914.96	0.0031	262.52	-
1945	JAMES DAY	LIBRARY	Cm Stock, Muni Bds, Money Mkt	98,517.02	-	(1,268.65)	(640.87)	-	96,607.50	22,913.23	0.0368	3,137.09	-
1923	FANNIE PARSONS FRENCH	LIBRARY	Cm Stock, Muni Bds, Money Mkt	16,434.71	-	(211.65)	(106.91)	-	16,116.15	3,817.74	0.0061	523.29	-
1902	GEORGE W. GEORGE	LIBRARY	Cm Stock, Muni Bds, Money Mkt	8,237.00	-	(106.08)	(53.60)	-	8,077.32	1,913.62	0.0031	262.36	-
1928	EDMUND M. PARKER	LIBRARY	Cm Stock, Muni Bds, Money Mkt	16,434.71	-	(211.65)	(106.91)	-	16,116.15	3,817.74	0.0061	523.29	-
1957	ANNA H. BOARDMAN	LIBRARY	Cm Stock, Muni Bds, Money Mkt	27,083.61	-	(348.76)	(176.18)	-	26,558.67	6,291.67	0.0101	862.44	-
1985	JENNIFER CARLSMITH	LIBRARY	Cm Stock, Muni Bds, Money Mkt	776.15	-	(9.98)	(5.04)	-	761.13	180.23	0.0003	24.70	-
1985	HONORA SPALDING	LIBRARY	Cm Stock, Muni Bds, Money Mkt	3,001.67	-	(38.66)	(19.51)	-	2,943.50	697.14	0.0011	95.57	-
1985	LAURA & JAMES WANLESS	LIBRARY	Cm Stock, Muni Bds, Money Mkt	4,144.64	-	(53.37)	(26.96)	-	4,064.31	962.84	0.0015	131.96	-
1988	HERBERT BOUILLE	LIBRARY	Cm Stock, Muni Bds, Money Mkt	3,886.45	-	(50.07)	(25.28)	-	3,811.10	902.83	0.0015	123.77	-
1942	DAVID E. FISK	HIGHWAY	Cm Stock, Muni Bds, Money Mkt	24,654.71	-	(317.50)	(160.39)	-	24,176.82	8,037.22	0.0092	785.12	(8,608.28)
1867	AARON LAWRENCE	SCHOOL	Cm Stock, Muni Bds, Money Mkt	24,654.71	-	(317.50)	(160.39)	-	24,176.82	3,183.68	0.0092	785.12	-
1867	SARAH L. LAWRENCE	SCHOOL	Cm Stock, Muni Bds, Money Mkt	8,236.98	-	(106.08)	(53.60)	-	8,077.30	1,144.33	0.0031	262.36	(300.00)
1894	ISAAC SPALDING	SCHOOL	Cm Stock, Muni Bds, Money Mkt	145,847.99	-	(1,878.11)	(948.78)	-	143,021.10	33,265.28	0.0545	4,644.33	(9,320.06)
1964	BRADFORD-LONG-MILES SULLIVAN SCHL	SCHOOL	Cm Stock, Muni Bds, Money Mkt	206,419.59	-	(2,658.15)	(1,342.79)	-	202,418.65	8,727.73	0.0071	6,573.10	(5,100.00)
1976	EDWARD A. CONTI MEMORIAL SCHL	SCHOOL	Cm Stock, Muni Bds, Money Mkt	129,608.86	-	(1,669.03)	(843.14)	-	127,096.69	5,643.59	0.0084	4,127.19	(3,390.00)
1996	RICHARD W. MERRILL SCHOLARSHIP	SCHOOL	Cm Stock, Muni Bds, Money Mkt	6,814.53	-	(87.74)	(44.32)	-	6,682.47	2,802.24	0.0025	217.00	-
1998	JOSEPHINE HARE MEMORIAL SCHL	SCHOOL	Cm Stock, Muni Bds, Money Mkt	364,161.04	-	(4,689.43)	(2,368.93)	-	357,102.68	11,367.17	0.1361	1,159.07	(5,100.00)
1998	DOROTHY DAVIS SCHOLARSHIP FD	SCHOOL	Cm Stock, Muni Bds, Money Mkt	129,980.84	888.43	(1,666.91)	(848.01)	-	128,354.35	8,791.39	0.0089	4,152.22	(6,888.43)
1932	GEORGE W. PUTNAM	CEMETERY	Cm Stock, Muni Bds, Money Mkt	16,434.71	-	(423.21)	(213.79)	-	16,116.15	15,598.14	0.0061	523.29	(395.88)
1938	ALICE M. WILKINS	CEMETERY	Cm Stock, Muni Bds, Money Mkt	32,868.89	-	(423.21)	(213.79)	-	32,228.89	31,030.55	0.0123	1,046.53	(791.29)
VAR.	OTHER	CEMETERY	Cm Stock, Muni Bds, Money Mkt	110,981.57	-	(1,427.87)	(721.30)	-	108,732.40	43,323.82	0.0414	3,530.85	(2,669.61)
VAR.	PERPETUAL CARE	CEMETERY	Cm Stock, Muni Bds, Money Mkt	867,346.55	-	(11,169.20)	(5,642.26)	-	850,535.09	171,060.41	0.3242	27,619.00	(20,882.45)
2001	SOULHEGAN COOPERATIVE FUND	SCHOOL	Cm Stock, Muni Bds, Money Mkt	196,563.43	-	(2,531.23)	(1,278.66)	-	192,753.54	74,013.12	0.0735	6,259.26	-
1993	BERTHA ROGERS FUND	SCHOOL	Cm Stock, Muni Bds, Money Mkt	223,477.27	-	(2,877.82)	(1,453.77)	-	219,145.68	72,597.79	0.0835	7,116.26	-
		<b>SUB TOTAL</b>		<b>2,674,707.52</b>	<b>888.43</b>	<b>(34,436.45)</b>	<b>(17,401.93)</b>	<b>-</b>	<b>2,623,757.57</b>	<b>533,998.46</b>	<b>1.00</b>	<b>85,184.69</b>	<b>(63,445.80)</b>
1987	CEMETERY LOTS	MAINTENANCE	CD, Money Market	107,936.57	-	-	(766.32)	-	107,170.25	42,728.76	1.00	(43.98)	-
		<b>GRAND TOTAL</b>		<b>2,782,644.09</b>	<b>888.43</b>	<b>(34,436.45)</b>	<b>(18,168.25)</b>	<b>-</b>	<b>2,730,927.82</b>	<b>576,727.22</b>	<b>2.00</b>	<b>85,140.71</b>	<b>(63,445.80)</b>

\*\* The Income Balance includes Cash of \$405,737.35 and a \$150,000 Goldman Sachs Certificate of Deposit for a total of \$555,737.35