

TRUSTEES OF THE TRUST FUNDS
CITY OF PORTSMOUTH, NEW HAMPSHIRE
CORRECTED MINUTES OF FEBRUARY 9, 2016 MEETING

A regular meeting of the Trustees of the Trust Funds for the City of Portsmouth, New Hampshire was held on February 9, 2016 at the 4th Floor Law Library at Portsmouth City Hall. The meeting was called to order at 7:34 a.m.

Present were Trustees Phyllis Z. Eldridge, Thomas R. Watson and Dana S. Levenson by telephone. Also present were Peter Torrey, Michael Warhurst, David Allen, and Ben Anderson.

The minutes of the January 28, 2015 meeting were reviewed and, upon motion duly made and seconded, approved.

Payroll and operating expense checks were reviewed and signed.

Peter Torrey reported on his preliminary research of the proposal received from Dockwa to provide reservation management software to the Trustees to allow for remote electronic reservations of the Park's docks. He described it as similar to the "Open Table" app used to make restaurant reservations. He noted that Dockwa provides the software free of charge. It charges a 3.5% fee on every reservation made through its app but still allows the Park to accept reservations not booked through Dockwa. After further discussion, the Trustees resolved to invite the City's Technology Director, Alan Brady, to review the proposal and to meet with the Trustees at their next meeting to answer questions concerning the proposal and its suitability for Prescott Park.

Ben Anderson appeared on behalf of Prescott Park Arts Festival. He stated that PPAF is prepared to resod the lawn areas in front and to the sides of the existing stage before the beginning of the 2016 festival programming. He projects the costs at \$12,000. He then entertained questions. Mr. Warhurst expressed his concern that there would not be sufficient time between the installation of the sod in March or April and the beginning of the festival season in June to allow the sod to "take." Mr. Anderson stated that PPAF is aware of that possibility but is willing to take that risk in order to spruce up the lawn area. He also acknowledged that the work associated with the proposed new stage would likely cause damage to the new sod.

Mr. Watson inquired as to whether PPAF had sought bids from contractors other than Piscataqua Landscaping to perform the sodding to which Mr. Anderson replied that Piscataqua was donating its time and materials for the work in exchange for publicity. Mr. Levenson expressed his belief that the decision as to when and whether to install new sod in the Park is more appropriately a responsibility of the Trustees. Mr. Watson indicated that he was favorably inclined toward the project but wanted PPAF to know that having this work performed by Piscataqua Landscaping cannot serve as a substitute for PPAF's annual fee to the Trustees. He noted that resodding the Park is not part of the recently adopted budget while the fee from PPAF is an intricate part of the budget. A question was then presented as to whether the proposed work required coordination with the City's Public Works Department. After further discussion, Mr. Allen agreed to discuss the proposal further with City officials and to report back to the Trustees at their next meeting.

Mr. Torrey reminded the Trustees that the next work session on the Capital Improvement Plan is scheduled for February 11, 2016. Ms. Eldridge stated her intent to attend that meeting.

Mr. Torrey also distributed and led a discussion of the Park Revenue & Expense summary for the period ending January 31, 2016.

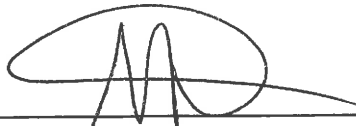
Mr. Torrey also reported on the receipt of another request from Portsmouth High School to be reimbursed \$272.00 that it gave out in a scholarship in anticipation of reimbursement from the funds accumulated in the memory of Tony Rahn. He noted that this is a second such request received from the high school. He also noted that the requested reimbursement would in fact impact the Rahn Scholarship Fund's ability to meet the funding of the scholarships that are already proposed for 2016 unless the Trustees anticipate earnings subsequent to the end of this fiscal year. After further discussion, upon motion duly made and seconded, the Trustees unanimously agreed to reimburse the high school for its \$272.00 expenditure but to reduce the amount of scholarship money to be issued in June of this year from \$1,500 to \$1,250.

Mr. Warhurst provided his report on the Park. He noted that the deadline for application for a seasonal dock license has almost arrived. As of ten-days ago, he has received three applications.

Mr. Warhurst reported on the on-going problem of floor separation occurring in the concession building. He stated that the most recent explanation given for this condition is that the company that laid the floors was not aware that the building would be without heat for the winter and used the wrong type of epoxy at the joints. Mr. Warhurst reported that it has yet to be determined when the condition can be addressed and who will be responsible for paying the costs thereof.

The chair reported that the next meeting will take place on February 25, 2016..

There being no further business, upon motion duly made and seconded, the meeting was adjourned at 8:44 a.m.

A handwritten signature in black ink, appearing to be 'T. Watson', written over a horizontal line.

Thomas R. Watson, Secretary