

The Hugh Cargill Trust Committee

Minutes of the public meeting held March 10, 2020

Chairperson Sally Clutter called the meeting to order at 9:17 AM in the Assessor's Office conference room at 24 Court Lane, Concord, Massachusetts.

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

Also present were: Mike Lawson, Chair, Select Board and Jeremy Romanul, Senior Administrative Assistant, Town of Concord

APPROVAL

Minutes: The committee unanimously approved the February 11, 2020 public committee minutes as amended and the February 11, 2020 executive committee minutes for release.

Treasurer's Report: The treasurer's report was unanimously approved as presented.

CONTINUING BUSINESS

Silent Fund Camperships: Sally presented the revised Campership application which now includes another category called "other (please specify)" as requested by the committee at the February 11 meeting. Sally discussed the requirement for documentation by applicants with Bonny Wilbur. After discussion with the committee it was decided to keep this requirement for at least this year and evaluate the need in future years. Sally presented the Campership schedule:

Week of 23 March Camperships applications will be sent to various organizations and schools in town with responses expected by April 23

May 4 Sally and Bonny meet to review list

May 12 Committee meets to approve the Campership list

End of May Campership applicant are advised

TriCon Application for Concord Cares:

Sally met with Jennifer Clarke TriCon liaison. At this time no decision has been made by TriCon for funding.

Follow up Council on Aging

Judy sent an email to the Police, Fire, Social Services, Veterans' agent and COA to propose a more flexible approach to requests from the senior population regarding fuel assistance. It reminded the recipients that hot water should be considered a necessity when a Concord Cares application is received.

OTHER BUSINESS

Tax Relief: Since tax bills will be sent out in early April for the last quarter of the fiscal year Sally brought up the point that the tax relief letters will need to be revised and sent out at the beginning of April to remind our clients that the annual application process will be taking place in May rather than April. Sally will send a template to Jeremy. The annual tax relief application letter will also need to be revised and sent out in early May. A template will also need to be sent to Jeremy.

Mike Lawson advised the committee of a meeting held with Select Board, Fire Chief, Police Chief and School Board concerning safety protocol during Covid19 virus epidemic. Further information will be posted on the town website later today and included on the agenda at the next Select Board meeting on March 23.

At 10:10 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 HCT meeting is scheduled for April 14, 2020 at 9:15.

Respectfully submitted,

Robert Abraham, Acting Clerk