



OFFICE OF THE  
**COMMISSIONERS of TRUST FUNDS**  
TOWN HALL, 511 MAIN STREET  
DUNSTABLE, MA 01827-1313  
(978) 649-4514 FAX (978) 649-8893

**Commissioners of Trust Funds Minutes**  
**Monday, October 17, 2022**

Chair Susan Tully called the meeting to order at 3:40pm  
Members present: Susan Tully, Jon Hughes, Carol Rock  
Member absent: None

**Scheduled Items**

**Thanksgiving Meal Project**

The Commissioners wish to support this year's Thanksgiving Meal Project to provide a complimentary holiday meal (up to four per household) for seniors and other families in need. Meals will be provided by a local caterer, *Dinner Made Simple*, and delivered by volunteers on Wednesday, November 23<sup>rd</sup>.

- ☐ Jon will create a write-up to promote this free meal offer to Dunstable residents for both the "Neighbor to Neighbor" monthly newsletter and NextDoor online bulletin board.
- ☐ Sue will inquire with meal provider Alana for her minimum headcount required to offer meals.
- ☐ Sue will ask the Pepperell PACH if they'll promote this meal offer
- ☐ Sue will follow up with Swallow Union Elementary for potential families of need

Sue will coordinate the program offer and the meals will be funded from the Sara Parkhurst Charity fund.

**Sarah Parkhurst Lecture/Program Funding Request – Jinglefest**

Jinglefest will be held on December 3<sup>rd</sup> on the town common, and in the church and town halls. It will occur in tandem with the Journey to Bethlehem, but the Jinglefest committee is not seeking any support from the Commissioners for that program.

Jon Hughes described the activities planned for the event and members of the community volunteering in support of it. There will be a group singing performance, Santa and elves, crafts for kids, games, vendor tablespace for craft sales, and more.

Jon provided a set of detailed categories and costs from the Jinglefest committee. The current total estimated costs for Jinglefest is \$1,860.



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Carol motioned to fund Jinglefest from the Sarah Parkhurst Free Lecture Fund in the amount of \$500. Sue second the motion. Jon abstained from the vote. Motion passed.

Sue directed Jon to have the Jinglefest committee provide specific invoices in support of the funding offer. Additionally, she asked that the program materials and advertising credited the "S.A. Parkhurst Free Lecture Fund" for its funding support.

**Other Updates/Business**

- A \$1,000 Russell & Tobey Scholarship was awarded to Ashley Sampson. The Babcock scholarship committee helped select the recipient this year.
- HC Proctor fund is used only for medical cost needs of Dunstable residents requesting support.
- ☐ Carol will ask town accountants for current commission trust balances and forward to members

Carol made a motion to close the meeting at 4:25pm. Jon 2<sup>nd</sup> the motion. – Motion passed unanimously.

There is currently no specific scheduled meeting date but the Chair will contact members by email when a meeting is deemed necessary.

Respectfully submitted,

Carol A. Rock