

Town of Norwich Vermont  
Trustees of Public Funds  
Draft Minutes  
In Person – Tracy Hall Multi-Purpose Room  
August 28, 2025 7 p.m. EST

Attending: Cheryl A. Lindberg, Christie James, Doug Wilberding – Trustees

Public: None

- 1. Call to Order at 7:03 pm**
- 2. Review & Approve Agenda**  
Moved by James. 2<sup>nd</sup> by Lindberg Roll call. Vote was Unanimous.
- 3. Public Comments**  
No members of the public were present.
- 4. Discussion regarding Maturing CD reinvestment**  
9 and 12 month CD's were established on August 22<sup>nd</sup> at Mascoma Bank as voted.  
Sale of Lots: \$39,488.60 for 9 months at 3.90% APY  
Sale of Lots: \$39,488.60 for 12 months at 3.75% APY  
Perpetual Care: \$78,295.70 for 9 months at 3.90% APY  
Perpetual Care: \$78,295.69 for 12 months at 3.75% APY  
Paperwork related to CD's are filed in the TOPF Binder at Tracy Hall. No vote required.
- 5. Discuss year-end financial reporting for TOPF**  
Lindberg and James to meet in early September to prepare year-end financial reports.  
Date and time are "to be determined". No vote required.
- 6. Discuss TOPF Memo related to Town Finance Office**  
James to recirculate the memo related to this topic. Discussed Town general ledger module, NEMRC record keeping process and auditor involvement. No vote required.
- 7. Review and approve DRAFT minutes from August 6, 2025, 3 p.m. EST meeting**  
Lindberg asked that the DRAFT minutes be amended to include the label, Annual Percentage Yield or "APY" for each of the four (4) CD's. Discussion ensued. Motion by James, 2<sup>nd</sup> by Lindberg to approve draft minutes as amended. Roll call. Vote was unanimous.
- 8. Set Next Meeting date**  
Discussion. No future meeting date established. No vote required.
- 9. Adjourn**  
James moved to adjourn the meeting at 7:27 p.m. 2<sup>nd</sup> by Lindberg. Roll call. Vote was unanimous.

Respectfully submitted,

Doug Wilberding Trustee