

1 Town of Southborough

2 Board of Commissioners of Trust Funds

3 Hearing Room, 17 Common Street

4 SOUTHBOROUGH, MASSACHUSETTS 01772

5 APPROVED December 3, 2025

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9 Trust Fund Meeting: Wednesday, November 5, 2025

10 Location: Town House Hearing Room, Southborough

11 In attendance: Members – Nicholas McCoy (Chair), Sam Stivers, Sue Wood
12 Brian Ballantine – Treasurer

13 Meeting start: 8:06AM

14 First item of business was to approve of 10-15-25 minutes as presented. Mr. Stivers moved for
15 approval as presented and Mr. McCoy seconded. Motion passed on a roll call vote 3-0 (McCoy aye;
16 Stivers-aye; Wood-aye).17 Next item was discussion of applicant #67. Applicant had made a request for assistance. Follow up
18 was necessary and Mr. Ballantine left a message with the applicant. There was no response and he
19 also then went to Council on Aging to discuss the situation. COA was having difficulty assisting the
20 applicant also. Being that there has been no recent communication the Trust request was tabled.
21 Should the situation change the Board may revisit the request.22 Next item was consideration of the annual donation/assistance for residents in need during late Fall.
23 Last year the Board approved \$2,000 for COA and \$1,000 for Youth and Family. The Board
24 discussed in general the recent troubles with the SNAP food assistance program. There was general
25 agreement that some modification for assistance could be made. With that Mr. McCoy made a motion
26 to approve \$2,000 to COA and also \$2,000 to Youth/Family. The funds are to be expended from the
27 Waldo Fay fund. Mr. Stivers seconded. Motion passed on a roll call vote 3-0 (McCoy aye; Stivers-
28 aye; Wood-aye). Documentation and receipts will be provided by both Departments for gift cards.29 Next item of business was the future composition of the Committee. Mr. McCoy passed on the
30 unfortunate news that his resignation is imminent. With that we agreed and welcomed his offer to
31 attend meetings for informal assistance as a non-voting status. That being said, the Board needs a
32 new Chair and Mr. McCoy nominated Mr. Stivers. Ms. Wood seconded and motion passed on a roll
33 call vote 3-0 (McCoy aye; Stivers-aye; Wood-aye).34 The Board discussed a next meeting date that would entail a discussion with the Director of Youth
35 and Family regarding a more efficient application for assistance process. It was decided the best day
36 would be Wednesday November 19th if possible.37 With no other business, at 8:32AM Mr. Stivers made a motion to adjourn. Mr. McCoy seconded the
38 motion and the motion was approved by a roll call vote of 3-0 (McCoy aye; Wood-aye; Stivers-aye).

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50 Documents used and attached: None