

**Trustees of the Towle Fund
Minutes of April 8, 2020 Meeting**

Apr 8, 2020 5:30 PM - 8:30 AM @ Zoom Meeting (CVOVID-19)
Present: George Nugent, Gloria Wager, Sandra Levine

Meeting called to order at 8:33 a.m.

Motion made at 8:35 a.m. to approve the minutes of the 2-21-2020 meeting. Motion passes unanimously.

Motion made at 8:36 a.m. to move into executive session per M.G.L. Chapter 4, Section 7 to review and discuss applications for assistance. All present in favor. Board will reconvene in open session when discussion is completed.

Reconvened to open session at 9:05 a.m.

Disposition of applications:

Update on Previous Applicant from 2-21-20 Meeting: No case number assigned

The trustees reviewed the application for assistance and determined that the applicant did not meet the criteria for a grant through the Fund—elder, disabled, or unemployed. The applicant had been living with his elderly father whose house had been condemned by the Board of Health. The trustees reached out to the applicant for additional information. The applicant did not respond to the trustees and the case is being closed as of this meeting, 4-8-2020.

Applicant 1: Case #620

The applicant has submitted a request for assistance with rent, credit, auto loans, and fuel. The applicant is unable to find full-time employment and has health conditions. She is a resident of Andover and a senior citizen. The apartment management company at her building changed and her rent increased to \$1,155/month and her social security income doesn't cover this. The trustees called the applicant to ask her to prioritize her need as the request totaled over \$5,000 that the trustees would not be able to grant. The applicant had shared family helped her with rent to bring her up to date but moving forward that was her greatest need and concern. The trustees referred her to the Cornell Fund for fuel assistance, the Town social worker and the financial case counselor at the Council on Aging. The trustee asked her to submit an updated copy of her rental bill on the letterhead of the new property manager.

Vote: 3-0 to fund two month's rent in the total of \$2,310 to MYRKA LLC pending updated documentation. *Note: Applicant submitted necessary documentation on 4-17-2020.*

Returned to open session.

It was moved and seconded to adjourn the meeting at 9:10 a.m.

Respectfully Submitted,
George Nugent