

TOWN OF NEWINGTON, NEW HAMPSHIRE
205 NIMBLE HILL ROAD
NEWINGTON, NH
03801

INVESTMENT POLICY PRESENTED TO THE
BOARD OF SELECTMEN
APRIL 20, 2020

The purpose of this Policy is for the Board of Selectmen to annually review and adopt an investment policy for the purpose of the investment of public funds and to ensure the Town Treasurer understands and properly carries out the policy objectives.

The Town of Newington Treasurer, as authorized by State statutes, will invest excess funds in obligations of the U. S. Government, in savings bank deposits of banks incorporated under laws of the State of New Hampshire; in certificates of deposit of banks incorporated under the State of New Hampshire; in the New Hampshire Public Deposit Investment pool established pursuant to RSA 383:22; in national banks located within the States of New Hampshire or Massachusetts. Any deposits in out-of-state banks must be offset by a pledge and delivery to the state treasurer, as collateral security for such deposits, United States government obligations, or obligations of the State of New Hampshire in value at least equal to the amount of each deposit (RSA 48:16).

The role of the Town Treasurer is to oversee all aspects of the financial management, working closely with other members of the Management Committee to safeguard the Town's finances.

In addition to the Treasurer, the Management Committee includes the Financial Director and Town Administrator.

The Treasurer acts as an information and reference point for Committee members which should include a periodic review to locate the best financial investments available.

Before the Town of Newington invests any surplus resources, a competitive "bid" process may be conducted.

Any investment transaction must be reviewed and approved by the Board of Selectmen.

In accordance with RSA 41:29 VI, the Treasurer is responsible for conducting investment transactions.

No other individual has the legal option to conduct such investments, unless approved by the Board of Selectmen. This delegation must be recorded in writing to the amount of each deposit (RSA 48:16)

The primary objectives for investments for the Town of Newington will be safety, liquidity and yield. The Treasurer will work closely with financial institutions to ensure that these are met.

Safety of principal is to ensure that capital losses are avoided.

Liquidity shall be assured through practices ensuring that the next disbursements are covered through maturing investments.

Yield will be reviewed by the Treasurer on a periodic basis including meeting with the financial institutions as needed. This is second to the safety and liquidity of the Town's funds.

To protect against potential fraud and/or embezzlement the Treasurer must review, balance, and keep detailed reports of all activities assessable to the Board of Selectmen upon request.

These reports shall be reviewed by the Financial Director. This creates an internal control.

Additional controls include an annual audit conducted by an outside qualified agency to conduct a thorough review of all financial records.

The investment policy applies to all public funds which are listed below. The treasurer must review, balance, and keep detailed activities reports accessible for review by the Board of Selectmen request.

The General Fund

The Sewer Account

The Conservation Commission Funds

Any Special Fund Accounts

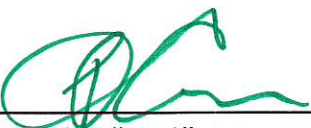
The balanced reports shall be compared to the report created and held by the Financial Director. This creates an internal control to avoid against any potential fraud or embezzlement.

Additional controls include an annual audit conducted by an outside qualified agency to thoroughly review all financial records

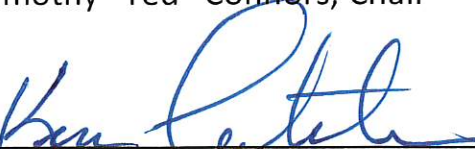
Approved:

Date: April 20, 2020

Newington Board of Selectmen



Timothy "Ted" Connors, Chair



Kenneth Latchaw, Selectman



Michael Marconi, Selectman