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**Northbridge Retirement Board Minutes**  
**Date: June 23, 2021 - Time: 10:09 a.m.**  
**Place: Retirement Board Office, Northbridge Town Hall**

The Northbridge Retirement Board met on Wednesday, June 23, 2021 at 10:09 a.m. in the Northbridge Retirement Office at the Northbridge Town Hall in Whitinsville. Board members present: Tom Frieswyk, Sharon Susienka, George Murray, and Neil Vaidya. Also, present, Scott McGrath, Board Administrator. John Meagher was unable to attend.

**PUBLIC COMMENTS:**

(None)

**WARRANTS:**

Warrant totaling \$265,122.13 for the month of June were carefully reviewed and approved by the Board. The Board members came into the Retirement Office to review and signed the warrants for March, April, and May 2021.

Bank Reconciliations for the month of May were carefully reviewed and approved by the Board.

The Board members came into the Retirement Office to review and signed the Bank Reconciliations for February, March, and April 2021.

The Board was informed of a transfer of funds in May from PRIT to checking of \$181,890.25.

The Board was informed of a transfer of funds in May from Money Market acct. to Checking of \$144,146.45.

**MINUTES:**

The minutes of the May 19, 2021 Retirement Board meeting will be reviewed at the next meeting.

The Board members came into the Retirement Office to review and signed the minutes from the meetings of December 22, 2020, January 20, 2021, February 17, 2021, and March 24, 2021.

George Murray made a motion to approve the minutes from December 22, 2020, January 20, 2021, February 17, 2021, and March 24, 2021. The motion was seconded by Neil Vaidya.

**The Board voted unanimously 4-0 to accept the Board meeting minutes from December 22, 2020, January 20, 2021, February 17, 2021, and March 24, 2021.**

**DISCUSSION ITEMS:**

George Murray made a motion to open the Public Hearing for input as to whether to grant a FY21 COLA for the Retirees at 10:10a.m.

The motion was seconded by Neil Vaidya.

**It was approved unanimously 4-0 by a roll call vote to open a Public Hearing to hear input to grant a 3% COLA effective July 1, 2021 for the eligible retirement members.**

**The votes were as follows:**

**Tom Frieswyk-yea, Sharon Susienka-yea, George Murray-yea and Neil Vaidya-yea.**

After a reading of the Public Notice from George Murray, the Board had a short discussion. There was no input from the public.

George Murray made a motion to close the Public Hearing at 10:14 a.m. The motion was seconded by Tom Frieswyk.

**It was approved unanimously 4-0 by a roll call vote to close the Public Hearing to hear input to grant a 3% COLA effective July 1, 2021 for the eligible retirement members.**

**The votes were as follows:**

**Tom Frieswyk-yea, Sharon Susienka-yea, George Murray-yea and Neil Vaidya-yea.**

Neil Vaidya made a motion to grant a 3% COLA effective July 1, 2021 for all the eligible retirement members. The motion was seconded by Tom Frieswyk.



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**The Board voted unanimously 4-0 to grant a 3% COLA effective July 1, 2021 for all eligible retirement members.**

**NEW MEMBERS:**

George Murray made a motion to deny membership for Mariana Arias-Hale, Katharine Ciras, Zebulon Converse, Elisabeth Houle, Catalina Morrison, MaKayla Moscoffian, Leasha Smith, and Joanne Stanley because they do not meet the minimum 28 hour regularly scheduled work week. The motion was seconded by Neil Vaidya.

**The Board voted unanimously 4-0 to deny membership to these employees and to provide these applicants with information regarding their right to appeal.**

George Murray made a motion to accept membership for Jane Colonna, and Tianni Proulx. The motion was seconded by Neil Vaidya.

**The Board voted unanimously 4-0 to grant the membership to this employee.**

**NEW RETIREES:**

The Board received an application for a superannuation retirement from Carolyn Mutell. Mrs. Mutell is age 65 with 25 years and 8 months of creditable service in the Northbridge School Department. Mrs. Mutell was a Baker for food services. She has chosen an option "B" benefit with a retirement date of May 28, 2021. Neil Vaidya made a motion to accept the application of Mrs. Mutell and George Murray seconded the motion.

**The Board voted unanimously 4-0 to approve the Option "B" benefit for Mrs. Mutell.**

The Board received an application for a superannuation retirement from Jane Blood. Mrs. Blood is age 65 with 32 years and 8 months of creditable service in the Northbridge School Department. Mrs. Blood was a Baker with food services. She has chosen an option "B" benefit with a retirement date of June 4, 2021. Neil Vaidya made a motion to accept the application of Mrs. Blood and George Murray seconded the motion.

**The Board voted unanimously 4-0 to approve the Option "B" benefit for Mrs. Blood.**

The Board received an application for a superannuation retirement from Walter Warchol. Mr. Warchol is age 64 with 44 years and 5 months of creditable service in the Northbridge Police Department. Mr. Warchol was the Police Chief. He has chosen an option "C" benefit with a retirement date of June 25, 2021. Neil Vaidya made a motion to accept the application of Mr. Warchol and Tom Frieswyk seconded the motion.

**The Board voted unanimously 4-0 to approve the Option "C" benefit for Mr. Warchol.**

**REQUEST FOR BUYBACK**

The Board did not receive any applications for buyback this month.

**REQUEST FOR LIABILITY:**

There were no requests for liability this month.

**REQUEST FOR WITHDRAWAL OF FUNDS:**

The Board received an application for the withdrawal of funds from Jessica Paquette. Ms. Paquette was a Teacher's Aide with the Northbridge School Department. She had 3 years and 6 months of creditable service and a start date of September 28, 2015.

George Murray made a motion to approve the withdrawal of funds for Jessica Paquette in the amount of \$4,901.11. The motion was seconded by Neil Vaidya.



**The Board voted unanimously 4-0 to approve the withdrawal of funds for Jessica Paquette.**

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The Board received an application for the withdrawal of funds from Heather Yates. Ms. Yates was a Custodian with the Northbridge School Department. She had 1 years and 3 months of creditable service and a start date of June 17, 2019. Neil Vaidya made a motion to approve the withdrawal of funds for Heather Yates in the amount of \$3,618.74. The motion was seconded by Tom Frieswyk.

**The Board voted unanimously 4-0 to approve the withdrawal of funds for Heather Yates.**

**REQUEST FOR TRANSFER OF FUNDS:**

The Board received a request from the Mass Teachers Retirement Board for the funds of Jonathan Pryor. Mr. Pryor worked as a Vocational Coordinator for the Northbridge School Department and had 2 years and 11 months of creditable service.

George Murray made a motion to approve the transfer of funds of Jonathan Pryor in the amount of \$21,005.36. The motion was seconded by Neil Vaidya.

**The Board voted unanimously 4-0 to approve the transfer of funds for Jonathan Pryor.**

The Board received a request from the North Attleboro Retirement Board for the funds of Kyle Bainton. Mr. Bainton worked as an EMT/Firefighter for the Northbridge Fire Department and had 7 months of creditable service. Neil Vaidya made a motion to approve the transfer of funds of Kyle Bainton in the amount of \$3,872.95. The motion was seconded by George Murray.

**The Board voted unanimously 4-0 to approve the transfer of funds for Kyle Bainton.**

**DECEASED RETIREES:**

The Board was informed of the passing of Victoria Ovian, who passed away on May 24, 2021. Mrs. Ovian was 91 years old and was a Superannuation Option "B" retiree.

Mrs. Ovian retired on September 15, 1984 and had worked for the Northbridge School Department as a Financial Secretary.

The Board was informed of the passing of Eileen Powers, who passed away on June 14, 2021. Mrs. Powers was 91 years old and was a Superannuation Option "A" retiree.

Mrs. Powers retired on August 16, 2000 and had worked as the assistant to the Town Manager.

**LEGAL:**

The Board had no legal issues this month.

**EXECUTIVE SESSION:**

There were no executive session issues to discuss.

**DISCUSSION ITEMS: Continued**

The Board was given the Cash Books for April and May 2021. The Board reviewed the Cash Books which consist of the accounts receivables, accounts payables, the adjusting entries, the monthly trial balances and the year to date trial balances. The Board had no questions on the reports.

Neil Vaidya spoke to the Board about granting a 1% COLA for the Board Administrator. The Board Administrator is usually given the COLA in conjunction with Town Hall non-union staff who received it on July 1<sup>st</sup> when granted. After limited discussion, George Murray made a motion to grant Scott L McGrath a 1% COLA effective July 1, 2021. The motion was seconded by Tom Frieswyk.

**The Board voted unanimously 4-0 to grant a 1% COLA to Scott L McGrath.**

It was determined that John Meagher was the only candidate nominated for the Fourth Member to be elected to the Northbridge Retirement Board. Therefore Tom Frieswyk moved that the Board vote to declare John Meagher As the Fourth member to the Northbridge Retirement Board and that no election shall be held. His term will commence on July 1, 2021 and expire on June 30, 2024. He shall serve in all respects as though he had been elected by election. George Murray made a motion to declare John Meagher as the Fourth member to the Northbridge Retirement Board. The motion was seconded by Neil Vaidya.

**The Board voted unanimously 4-0 to declare John Meagher as the fourth member to the Northbridge Retirement Board.**

**NEW BUSINESS:**

There was no new business to discuss this month.

**CORRESPONDENCE OUT:**

There were no outgoing correspondences this month.

**PERAC:**

The Board was informed there was no correspondence from PERAC this month.

**PRIM:**

The Summary of Plan Performance for April 2021, and May 2021 and the PRIM Quarterly Update.

**MACRS:**

There was nothing to discuss from MACRS this month.

**RETIRED STATE COUNTY AND MUNICIPAL EMPLOYEES ASSOC. OF MA:**

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**MISCELLANEOUS CORRESPONDENCE:**

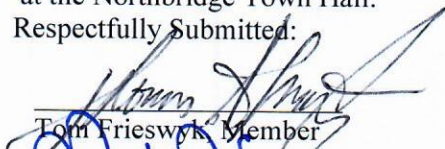
There were no correspondences this month.

Neil Vaidya made a motion to adjourn the meeting at 10:53 a.m. The motion was seconded by George Murray.

**The Board voted 4-0 in support.**

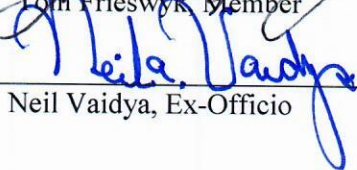
The next meeting of the Northbridge Retirement Board will be held at 10:30 a.m. on July 21, 2021 at the Northbridge Town Hall.

Respectfully Submitted:

  
Tom Frieswyk, Member

  
George Murray, Member

  
Sharon Susienka, Member

  
Neil Vaidya, Ex-Officio