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**Northbridge Retirement Board Minutes**  
**Date: November 23, 2021 - Time: 2:37 p.m.**  
**Place: Retirement Board Office, Northbridge Town Hall**

The Northbridge Retirement Board met on Tuesday, November 23, 2021 at 2:37 p.m. in the Northbridge Retirement Office at the Northbridge Town Hall in Whitinsville. Board members present: John Meagher, George Murray, Tom Frieswyk, Sharon Susienka, and Neil Vaidya. Also, present, Scott McGrath, Board Administrator.

**PUBLIC COMMENTS:**

(None)

**WARRANTS:**

Warrant totaling \$258,730.56 for the month of November were carefully reviewed and approved by the Board. Bank Reconciliations for the month of October were carefully reviewed and approved by the Board.

The Board was informed of a transfer of funds in October from PRIT to checking of \$176,951.04.

The Board was informed of a transfer of funds in October from Money Market acct. to Checking of \$101,301.14.

**MINUTES:**

Neil Vaidya made a motion to accept the minutes of the October 20, 2021 Retirement Board meeting. The motion was seconded by Sharon Susienka.

**The Board voted unanimously 5-0 to accept the October 20, 2021 Retirement Board meeting minutes.**

**NEW MEMBERS:**

George Murray made a motion to deny membership for Jacob Aguillard, Joseph Boulette, John Cataldo, Deborah Hanna, Jennifer LaTour, and Christen Mahoney-Pick because they do not meet the minimum 28 hour regularly scheduled work week. The motion was seconded by Tom Frieswyk.

**The Board voted unanimously 5-0 to deny membership to these employees and to provide these applicants with information regarding their right to appeal.**

Neil Vaidya made a motion to accept membership for Cody Alves, Krystal Bonafilia, Danielle Edmands, Emily Jaobert, Sara Leveille, Daniel Markman, Candice Silverberg, and Taylor Shields. The motion was seconded by Sharon Susienka.

**The Board voted unanimously 5-0 to grant the membership to these employees.**

**NEW RETIREES:**

The Board did not receive any applications for a superannuation retirement this month.

**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.

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NORTHBRIDGE TOWN CLERK  
LINDA B. ZWIEN



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**REQUEST FOR WITHDRAWAL OF FUNDS:**

The Board received an application for the withdrawal of funds from Ms. Autumn Grimala. Ms. Grimala was an Instructional Aide with the Northbridge School Department. She had 1 years and 11 months of creditable service and a start date of August 26, 2019.

George Murray made a motion to approve the withdrawal of funds for Autumn Grimala in the amount of \$4,054.74. The motion was seconded by Neil Vaidya.

**The Board voted unanimously 5-0 to approve the withdrawal of funds for Autumn Grimala.**

The Board received an application for the withdrawal of funds from Mrs. Lindsay Charbonneau. Mrs. Charbonneau was an Instructional Aide with the Northbridge School Department. She had 6 years and 6 months of creditable service and a start date of January 24, 2013.

George Murray made a motion to approve the withdrawal of funds for Lindsay Charbonneau in the amount of \$10,573.88.

The motion was seconded by Neil Vaidya.

**The Board voted unanimously 5-0 to approve the withdrawal of funds for Lindsay Charbonneau.**

**REQUEST FOR TRANSFER OF FUNDS:**

The Board received no requests for transfers this month.

**DECEASED RETIREES:**

The Board was no informed of the passing of any retirees this month.

**LEGAL:**

The Board had no legal issues this month.

**EXECUTIVE SESSION:**

There were no executive session issues to discuss.

**DISCUSSION ITEMS: Part 1 of 2**

The Board was given the Cash Books for September and October 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 informed the Board that Larry Stone from Stone Consulting has sold the business to Colin Edgar and Joan Moreau. Larry will work part time during the transition.

**NEW BUSINESS:**

(see Request for Withdrawal of Funds)

**CORRESPONDENCE OUT:**

House Bill 4007-Increase hours allowed to work

**PERAC:**

PERAC Pension News-October 2021

**PRIM:**

Summary of Plan Performance September and October 2021

November 23 2021



**MACRS:**

There were no correspondences from MACRS this month.

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

The Voice Newsletter-November 2021

Date Log and Pocket Planners

**MISCELLANEOUS CORRESPONDENCE:**

Sponsors rocked by Fiduciary Insurance hikes article

**DISCUSSION ITEMS: Par 2 of 2 (cont.)**

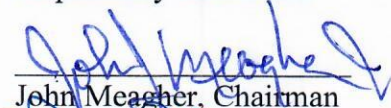
Neil Vaidya spoke about the annual review with the Board for the Retirement Administrator. The Board was previously sent his evaluation, with instructions to fill in and comment on how Scott was doing in the various categories prescribed in the format given. The Board members then needed to forward their comments back to the Town Accountant to compile into one evaluation. The Board was in agreement that the Administrator had been doing a good job and agreed with the written review, with additional comments inserted by all of the Board members. The Board questioned the Audit section and was informed by Neil Vaidya that PERAC does not come out for Audits but relies on the Town Audits for financial compliance. George Murray would like to see a quarterly newsletter and suggested articles from The Voice could be used. The Board Administrator mentioned that he is considering retiring in a couple of years and the Board spoke about when to post the job and updating the job description. Neil Vaidya feels that a new salary survey should be done before job is posted. The Board had some discussion about an increase in compensation for the Board Administrator. Neil Vaidya was asked to supply the salary schedule before a new rate can be discussed. The Board will review the salary schedule at the next meeting before discussing any compensation.

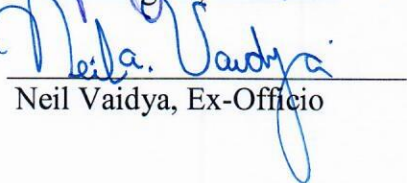
George Murray made a motion to adjourn the meeting at 3:38 p.m. The motion was seconded by Tom Frieswyk.

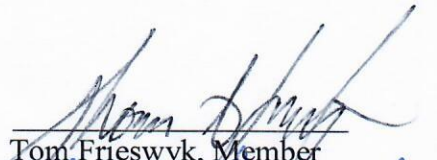
**The Board voted 5-0 in support.**

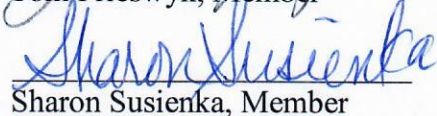
The next meeting of the Northbridge Retirement Board will be at 2:30 p.m. on Tuesday, December 21, 2021 at the Northbridge Town Hall.

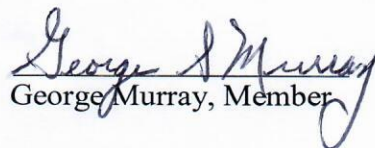
Respectfully Submitted:

  
John Meagher, Chairman

  
Neil Vaidya, Ex-Officio

  
Tom Frieswyk, Member

  
Sharon Susienka, Member

  
George Murray, Member