

JSM  
SLS  
Jh

**Northbridge Retirement Board Minutes**  
**Date: May 24, 2023 - Time: 2:35 p.m.**  
**Place: Northbridge Retirement Office**

The Northbridge Retirement Board met on Wednesday May 24, 2023 at 2:35 p.m. in the Northbridge Retirement Office at the Northbridge Town Hall in Whitinsville. Board members present: Sharon Susienka, Sharon Emerick, and George Murray. Also, present, Scott McGrath, Board Administrator. Laura Strickland from PRIM was present and left after her presentation. Tom Frieswyk was unable to attend. John Meagher was running late.

**PUBLIC COMMENTS:**

(None)

**WARRANTS:**

Warrants totaling \$316,915.01 for the month of May were carefully reviewed and approved by the Board.  
Bank Reconciliations for the month of April 2023 was carefully reviewed and approved by the Board.  
The Board was informed of a transfer of funds in April from PRIT to checking of \$230,000.00.  
The Board was informed of a transfer of funds in April from Money Market acct. to Checking of \$168,834.79.

**MINUTES:**

George Murray made a motion to accept the minutes of the April 26, 2023 Retirement Board meeting. The motion was seconded by Sharon Susienka.

**The Board voted 3-0 to accept the April 26, 2023 Retirement Board meeting minutes.**

John Meagher arrived.

George Murray made a motion to accept the Executive Session minutes of the February 28, 2018 Retirement Board meeting. The motion was seconded by John Meagher.

**The Board voted 4-0 to accept the February 28, 2018 Executive Session Retirement Board meeting minutes but not to release them.**

**PRIM: Part 1 of 2**

Laura Strickland, the Senior Client Services Officer, from PRIM came to the meeting to give the Board a presentation. She left right after her presentation. Ms. Strickland spoke about the asset allocation of the funds and the target ranges that PRIM is currently following. She told the Board about PRIM's FUTURE Initiative which stands for Firmwide Commitment, Unbiased, Transparent, Utilize Technology, Resources and Expand. The Board was shown the PRIT Fund Total Returns bar chart which showed the Total Fund Return, the Total Core Benchmark, and the Value Added.

Ms. Strickland informed the Board that PRIM does not make drastic changes to the investments in respond to the market Conditions and may adjust the target ranges slightly.

Sharon Susienka wasn't feeling well and left.

**NEW MEMBERS:**

George Murray made a motion to deny membership for Anita Fernandez because she does not meet the minimum 28 hour regularly scheduled work week. The motion was seconded by Sharon Emerick.

**The Board voted unanimously 3-0 to deny membership to this employee and to provide this applicant with information regarding their right to appeal.**

George Murray made a motion to accept membership for Cesar Alvarado, Pamela Campo, Kayla Dabney, and Tiffany Perreault. The motion was seconded by Sharon Emerick.

**The Board voted unanimously 3-0 to grant the membership to these employees.**

**NEW RETIREES:**

The Board didn't receive any applications for a superannuation retirement.



### **REQUEST FOR BUYBACK**

The Board received no requests 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 Mr. Evan Dautrich. Mr. Dautrich was a Master Mechanic with the Northbridge Department of Public Works. He had 6 years and 2 months of creditable service and a start date of February 28, 2017.

George Murray made a motion to approve the withdrawal of funds for Evan Dautrich in the amount of \$33,542.56  
The motion was seconded by Sharon Emerick.

**The Board voted unanimously 3-0 to approve the withdrawal of funds for Evan Dautrich.**

The Board received an application for the withdrawal of funds from Mrs. Rose Hamilton. Mrs. Hamilton was a Nurse with the Northbridge School Department. She had 4 months of creditable service and a start date of November 14, 2022.

George Murray made a motion to approve the withdrawal of funds for Mrs. Rose Hamilton in the amount of \$1,358.36.  
The motion was seconded by Sharon Emerick.

**The Board voted unanimously 3-0 to approve the withdrawal of funds for Mrs. Rose Hamilton.**

The Board received an application for the withdrawal of funds from Ms. Krystal Bonafilia. Ms. Bonafilia was a Teacher's Aide with the Northbridge School Department. She had 1 year and 2 months of creditable service and a start date of November 1, 2021.

George Murray made a motion to approve the withdrawal of funds for Ms. Krystal Bonafilia in the amount of \$2,372.09.  
The motion was seconded by Sharon Emerick.

**The Board voted unanimously 3-0 to approve the withdrawal of funds for Ms. Krystal Bonafilia.**

The Board received an application for the withdrawal of funds from Ms. Jennifer Bombard. Ms. Bombard was a Teachers' Aide with the Northbridge School Department. She had 6 months of creditable service and a start date of September 27, 2022.

George Murray made a motion to approve the withdrawal of funds for Ms. Jennifer Bombard in the amount of \$1,219.81  
The motion was seconded by Sharon Emerick.

**The Board voted unanimously 3-0 to approve the withdrawal of funds for Ms. Jennifer Bombard.**

### **REQUEST FOR TRANSFER OF FUNDS:**

The Board received a request from the Worcester Regional Retirement Board for the funds of Tianni Proulx.

Mrs. Proulx worked as an Accounts Payable clerk for the Northbridge School Department and had 3 months of creditable service.

George Murray made a motion to approve the transfer of funds of Mrs. Proulx in the amount of \$1,319.18.  
The motion was seconded by Sharon Emerick.

**The Board voted unanimously 3-0 to approve the transfer of funds for Mrs. Tianni Proulx.**

### **DECEASED RETIREES:**

The Board was not informed of the passing of any retirees.

### **LEGAL:**

The Board was told of DALA's ruling of Northbridge being included in the Winslow Call Firefighter case vs. Worcester Regional,

### **EXECUTIVE SESSION:**

There were no executive session issues to discuss.

gsm  
SCS  
JHE



JH      GSM  
SUS

**DISCUSSION ITEMS:**

The Board was given the Cash Books for April 2023. The Board reviewed the Cash Books which consist of the accounts receivables, accounts payables, the adjusting entries, general ledger, year to date trial balance, and the monthly trial balance. The Board had no questions on the reports.

John Meagher made a motion to post a notice for a Public Hearing for input as to whether to grant a FY23 COLA for all the eligible retirement members. This hearing will be at 2:45 p.m. on June 21, 2023.

The motion was seconded by George Murray.

**The Board voted unanimously 3-0 to approve the posting of a notice of Public Hearing.**

The Board was told about the adjustment to Chief Labrie's make-up calculations. When Chief Labrie purchase his Reserve service with the Northbridge Police Department, he was charged the wrong interest rate.

He will have all his deductions stopped for three pay periods in order to repay him for the over payment.

**NEW BUSINESS:**

There was no new business to discuss.

**CORRESPONDENCE OUT:**

The Board was informed that the Annual Information Affidavits were re- sent out to 25 retirees.

There were 125 sent out last month and 25 are still outstanding. Those that are not returned this month will receive a phone call explaining that their retirement allowance will be stopped if they are not returned.

**PERAC:**

The Board was informed that per PERAC the 5<sup>th</sup> member position has to be posted on their website.

This has been done and Tom Frieswyk was informed he needs to submit a letter of interest and resume.

**PRIM: Part 2 of 2**

Summary of Plan Performance April 2023

PRIM First Quarter 2023 Update

**MACRS:**

The Board members verified who was going to the conference and a payment was sent.

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

The Voice Newsletter-May 2023

**MISCELLANEOUS CORRESPONDENCE:**

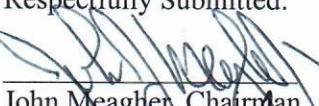
There were no correspondences this month.


George Murray made a motion to adjourn the meeting at 3:26 p.m. The motion was seconded by Sharon Emerick.

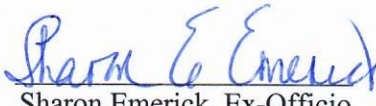
**The Board voted 3-0 in support.**

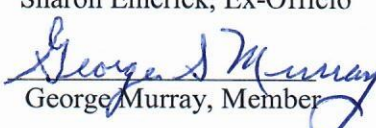
The next meeting of the Northbridge Retirement Board will be at 2:30 p.m. on Wednesday June 21, 2023 at the Northbridge Town Hall.

Respectfully Submitted:

  
John Meagher, Chairman

  
Sharon Susienka, Member

  
Sharon Emerick, Ex-Officio

  
George Murray, Member