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**Northbridge Retirement Board Minutes**  
**Date: January 23, 2019 - Time: 2:37 p.m.**  
**Place: Retirement Board Office, Northbridge Town Hall**

The Northbridge Retirement Board met on Wednesday, January 23, 2019 at 2:37 p.m. in the Northbridge Retirement Office at the Northbridge Town Hall in Whitinsville. Board members present: Neil Vaidya, Tom Frieswyk, George Murray, and John Meagher. Also present, Scott McGrath, Board Administrator. Sharon Susienka was unable to attend.

**PUBLIC COMMENTS:**

(None)

**WARRANTS:**

Warrants totaling \$231,145.40 and Non-Contributory \$755.60 for the month of January were carefully reviewed and approved by the Board.

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

The Board was informed of a transfer of funds in December from PRIT to checking of \$106,221.71.

The Board was informed of a transfer of funds in December from Money Market acct. to Checking of \$144,894.33.

**MINUTES**

Neil Vaidya made a motion to accept the minutes of the December 19, 2018 Retirement Board meeting. The motion was seconded by George Murray.

**The Board voted 4-0 to accept the December 19, 2018 Retirement Board meeting minutes.**

**NEW MEMBERS:**

George Murray made a motion to deny membership for Cole Nelson, and Floyd Palmer 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 this employee and to provide this applicant with information regarding their right to appeal.**

**NEW RETIREES:**

The Board received no applications for a Superannuation retirement this month.

**REQUEST FOR BUYBACK**

The Board did not receive a request for buyback this month.

**REQUEST FOR LIABILITY:**

There were no requests for liability this month.

**REQUEST FOR WITHDRAWAL OF FUNDS:**

The Board did not receive any applications for the withdrawal of funds.

**REQUEST FOR TRANSFER OF FUNDS:**

The Board did not receive any request for the transfer of funds this month.

**DECEASED RETIREES:**

There were no reported deaths of retirees this month.

**LEGAL:**

The Board had no legal issues this month.

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**EXECUTIVE SESSION:**

There were no executive session issues to discuss.

**DISCUSSION ITEMS:**

The Board was given cash books for November and December 2018. The Board reviewed the cash books which consist of the accounts receivables, accounts payables, the adjusting entries, and the trial balance for November and December. They were also given the year to date trial balance for both months. The Board had no questions on the reports.

**NEW BUSINESS:**

There was no new business to discuss.

**CORRESPONDENCE OUT:**

The Board was informed that the 1099R s were sent out to the retirees and members.

**PERAC:**

The Board was informed that the disability list from PERAC was updated and sent back to them.

**PRIM:**

The Board was given the Summary of Plan Performance for November and December 2018. They were also given the Board's statement for December which explains the increases and decreases in the Boards funds for the year.

The Board informed that PRIM's Annual Financial Report-June 30, 2018 was received in the office.

**MACRS:**

There was nothing to discuss concerning MACRS this month.

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

The Voice Newsletter-January 2019

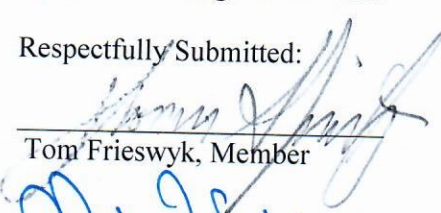
**MISCELLANEOUS CORRESPONDENCE:**

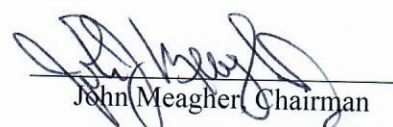
Sexual Harassment Policy Handout

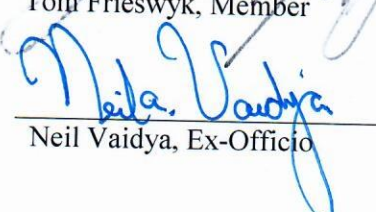
George Murray made a motion to adjourn the meeting at 2:55 p.m. The motion was seconded by Neil Vaidya.  
**The Board voted 4-0 in support.**

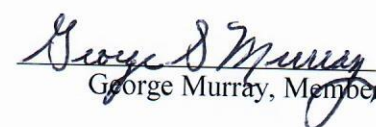
The next meeting of the Northbridge Retirement Board will be held at 2:30 p.m. on February 20, 2019 at the Northbridge Town Hall.

Respectfully Submitted:

  
Tom Frieswyk, Member

  
John Meagher, Chairman

  
Neil Vaidya, Ex-Officio

  
George Murray, Member