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Northbridge Retirement Board Minutes
Date: September 20, 2023, 2023 - Time: 2:35 p.m.
Place: Northbridge Retirement Office

The Northbridge Retirement Board met on Wednesday September 20, 2023, 2023 at 2:35 p.m. in the Northbridge Retirement Office at the Northbridge Town Hall in Whitinsville. Board members present: Sharon Emerick, Tom Frieswyk, John Meagher, Sharon Susienka, and George Murray. Board Administrators present: Scott McGrath, and Caitlin Leahey.

PUBLIC COMMENTS:

(None)

WARRANTS:

Warrants totaling \$318,892.64 for the month of September were carefully reviewed and approved by the Board. Bank Reconciliations for the month of August 2023 was carefully reviewed and approved by the Board. The Board was informed of a transfer of funds in August from PRIT to checking of \$250,000.00. The Board was informed of a transfer of funds in August from Money Market acct. to Checking of \$77,936.77.

MINUTES:

George Murray made a motion to accept the minutes of the August 23, 2023 Retirement Board meeting. The motion was seconded by Tom Frieswyk.

The Board voted 5-0 to accept the August 23, 2023 Retirement Board meeting minutes.

NEW MEMBERS:

Sharon Susienka made a motion to deny membership for Anthony Becerril, Alicia Bowes, Rebecca Dupre, Coryn Kaiser, Alinne Pimental, and Patrice Pincins 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.

Tom Frieswyk made a motion to accept membership for Andrew Akeley, Ashley Ballou, Amanda Beausoleil, Bettyjean BeDrosian, Caitlin Belanger, Mary Boucher, Ashley Ballou, Catarina Coelho, Victoria Crosby, Jeannette Elias, Amanda Foster, Kathleen Guertin, Valerie Hoegen, Maria Klocek-Viveiros, Caitlin Leahey, Evan Maniatis, Shelley Mattson, Payton Pomeroy, Derek Perkins, Taylor Prive, Bridget Rushford, Katy Sanosi, Teresa Stotz, Maya Trombino, and Katie Williamson. The motion was seconded by George Murray.

The Board voted unanimously 5-0 to grant the membership to this employee.

NEW RETIREES:

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

REQUEST FOR BUYBACK

The Board received no requests for buyback this month.

REQUEST FOR LIABILITY:

There were no requests for liability this month.

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REQUEST FOR WITHDRAWAL OF FUNDS:

The Board received an application for the withdrawal of funds from Mr. Thomas Paine. Mr. Paine was custodian for the Northbridge School Department. He had 1 year and 9 months of creditable service. His start date was March 14, 2022. George Murray made a motion to approve the withdrawal for Mr. Paine in the amount of \$4,640.84. The motion was seconded by Tom Frieswyk. .

The Board voted unanimously 5-0 to approve the transfer of funds for Thomas Paine.

REQUEST FOR TRANSFER OF FUNDS:

The Board received a request from the Worcester Regional Retirement Board for the funds of Anna Bassett. Mrs. Bassett worked as an Administrator for the DPW. She has 9 years of creditable service, with a starting date of January 28, 2014. George Murray made a motion to approve the transfer of funds of Mrs. Bassett in the amount of \$35,284.91. The motion was seconded by Sharon Emerick.

The Board voted unanimously 5-0 to approve the transfer of funds for Mrs. Anna Bissett.

DECEASED RETIREES:

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

LEGAL:

There were no legal issues to discuss.

DISCUSSION ITEMS:

The Board was told the Cash Books for August 2023 were not available for viewing. They will be presented at the next meeting on October 25, 2023.

The Board Administrator's review was discussed by the Board. The Board felt the Administrator was doing a good. The board agreed to increase the Administrator's salary to the max of \$71,390 retro back to July 1, 2023. A performance evaluation chart was shared with the ratings of all 5 board members with an overall review score of 4.43. George Murray made a motion to increase the Board Administrator's salary retro back to July 1, 2023. Motion was seconded by Sharron Susienka.

The Board voted unanimously 5-0 to approve the salary increase retro back to July 1, 2023.

NEW BUSINESS:

We received an application for Anna Bassett. Please see notes under the Request for Transfer of Funds. Scott McGrath annual review was completed. Board discussed the review and looked over performance

CORRESPONDENCE OUT:

There was no outgoing correspondence this month.

PERAC:

Emerging Issues Forum September 21, 2023 Holy Cross
PERAC Newsletter#63 September 2023
PERAC Final Audit Report

PRIM:

Summary of Plan Performance August 2023 will be available for viewing at the next meeting on October 25, 2023.

MACRS:

There was nothing from MACRS this month.

RETIRED STATE COUNTY AND MUNICIPAL EMPLOYEES ASSOC. OF MA:

There was nothing to report this month.

MISCELLANEOUS CORRESPONDENCE:

There were no correspondences this month.

EXECUTIVE SESSION:

Chairman John Meagher informed the Board that per M.G.L. C30A, Sec. 21, the Board was convening into Executive session in order to discuss the reputation, character, physical condition or mental health of an individual. Mr. Meagher stated this could have a detrimental effect on the individual if held in open session. The Board would not reconvene in Open session.

George Murray made a motion to convene into Executive session at 2:55 p.m. for an Accidentally Disability Hearing for an applicant. The motion was seconded by Tom Frieswyk.

It was approved unanimously 5-0 by a roll call vote to move into Executive session. The votes were as follows: John Meagher-yea, Tom Frieswyk-yea, George Murray-yea, Sharon Susienka-yea and Sharon Emerick-yea.

George Murray made a motion to come out of Executive session at 3:20 p.m. The motion was seconded by Sharon Susienka.

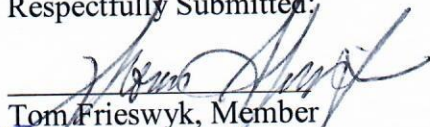
It was approved unanimously 5-0 by a roll call vote to move out of Executive session. The votes were as follows: John Meagher-yea, George Murray-yea, Tom Frieswyk-yea, Sharon Susienka-yea, and Sharon Emerick-yea.

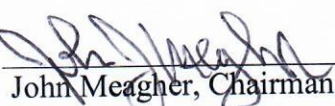
George Murray made a motion to adjourn the meeting at 3:20 p.m. The motion was seconded by Sharon Susienka.

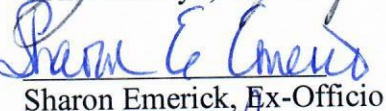
The Board voted 5-0 in support.

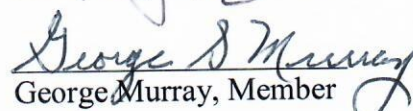
The next meeting of the Northbridge Retirement Board will be at 2:30 p.m. on Wednesday October 25, 2023 at the Northbridge Town Hall.

Respectfully Submitted:


Tom Frieswyk, Member


John Meagher, Chairman


Sharon Emerick, Ex-Officio


George Murray, Member


Sharon Susienka, Member