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**Northbridge Retirement Board Minutes**  
**Date: March 22, 2023 - Time: 2:32 p.m.**  
**Place: Northbridge Retirement Office**

The Northbridge Retirement Board met on Wednesday March 22, 2023 at 2:32 p.m. in the Northbridge Retirement Office at the Northbridge Town Hall in Whitinsville. Board members present: Sharon Susienka, John Meagher, Tom Frieswyk, Sharon Emerick, and George Murray. Also, present, Scott McGrath, Board Administrator. Sharon Emerick attended her first Board meeting and was introduced by Sharon Susienka.

**PUBLIC COMMENTS:**

(None)

**WARRANTS:**

Warrants totaling \$377,605.07 for the month of March were carefully reviewed and approved by the Board. Bank Reconciliations for the month of February 2023 was carefully reviewed and approved by the Board. The Board was informed of a transfer of funds in February from PRIT to checking of \$230,000.00. The Board was informed of a transfer of funds in February from Money Market acct. to Checking of \$51,133.66.

**MINUTES:**

Sharon Susienka made a motion to accept the minutes of the February 22, 2023 Retirement Board meeting. The motion was seconded by George Murray.

**The Board voted 4-0 to accept the February 22, 2023 Retirement Board meeting minutes. Sharon Emerick was not on the Board in February.**

**NEW MEMBERS:**

George Murray made a motion to deny membership for Vicki Schneider because she does 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 this employee and to provide this applicant with information regarding their right to appeal.**

Tom Frieswyk made a motion to accept membership for Marc Bessette, Sharon Emerick, Melissa Evans, Caleb Kennedy, Victoria Laprade, Candi Sisterhenm, Kerstin Venincasa, and Samantha Violet. The motion was seconded by George Murray.

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

**NEW RETIREES:**

The Board received an application for a superannuation retirement from Lynne Chrostowski. Mrs. Chrostowski is age 65 with 22 years and 9 month of creditable service at the Northbridge School Department. Mrs. Chrostowski was a Teachers' Aide.

She has chosen an option "C" benefit with a retirement date of March 1, 2023. George Murray made a motion to accept the application of Mrs. Chrostowski and Tom Frieswyk seconded the motion.

**The Board voted unanimously 5-0 to approve the Option "C" benefit for Mrs. Chrostowski.**

**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 no applications for the withdrawal of funds.

**REQUEST FOR TRANSFER OF FUNDS:**

The Board received a request from the Worcester Regional Retirement Board for the funds of Debra Rosebrooks. Mrs. Rosebrooks worked as an Administrative Assistant for the Northbridge Building Department and had 20 years and 1 months of creditable service.

George Murray made a motion to approve the transfer of funds of Debra Rosebrooks in the amount of \$69,502.42. The motion was seconded by Sharon Susienka.

**The Board voted unanimously 5-0 to approve the transfer of funds for Debra Rosebrooks.**

**DECEASED RETIREES:**

The Board was informed of the passing of Richard Montbleau, who passed away on March 7, 2023. Mr. Montbleau was 66 years old and was an Accidental Disability Option "B" retiree.

Mr. Montbleau retired on April 06, 2011 and had worked for the Northbridge Fire Department as a Firefighter/Emt. The balance of his annuity will be paid out to his listed beneficiary.

Sharon Susienka made a motion to approve the payout of the remaining annuity. The motion was seconded by George Murray.

**The Board voted unanimously 5-0 to approve the payout of the balance of the annuity for Richard Montbleau.**

The Board was informed of the passing of Muriel Barry, who passed away on March 17, 2023. Mrs. Barry was 85 years old and was a Superannuation Option "A" retiree.

Mr. Barry retired on April 6, 2004 and had worked as the Town Clerk for the town of Northbridge.

**LEGAL:**

The Board was told of no legal issues this month.

**EXECUTIVE SESSION:**

There were no executive session issues to discuss.

**DISCUSSION ITEMS:**

The Board was given the Cash Books for February 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.

The Board reviewed the cash inflows and outflows chart which showed the flow of cash for 2022.

**NEW BUSINESS:**

There was no new business to discuss.

**CORRESPONDENCE OUT:**

The Board was informed that the Annual Statement and the cash flows chart were sent to Colin Edgar at Stone Consulting. He needs these items to prepare the GASB 67 and 68 report.

**PERAC:**

The Board was informed that they needed to approve the Annual Statement during the Board Meeting. George made a motion to approve the 2022 Annual Statement. The motion was seconded by Sharon Susienka.

**The Board voted 4-0 to approve the 2022 Annual Statement. Sharon Emerick is new to Board and hadn't reviewed it.**

**PRIM:**

Summary of Plan Performance February 2023

**MACRS:**

There was nothing from MACRS this month.

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

There was nothing to hand out or discuss.

**MISCELLANEOUS CORRESPONDENCE:**

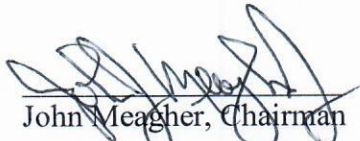
There were no correspondences this month.

George Murray made a motion to adjourn the meeting at 2:55 p.m. The motion was seconded by Tom Frieswyk.

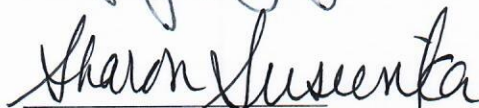
**The Board voted 5-0 in support.**

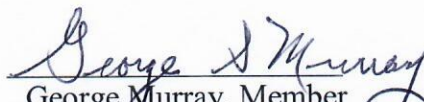
The next meeting of the Northbridge Retirement Board will be at 2:30 p.m. on Wednesday April 26, 2023 at the Northbridge Town Hall.

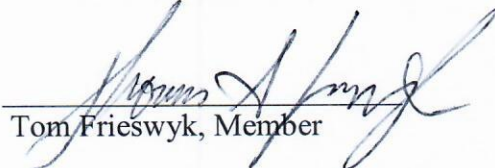
Respectfully Submitted:

  
John Meagher, Chairman

  
Sharon Emerick, Ex-Officio

  
Sharon Susienka, Member

  
George Murray, Member

  
Tom Frieswyk, Member