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**Northbridge Retirement Board Minutes**  
**Date: December 21, 2022 - Time: 2:42 p.m.**  
**Place: Northbridge Retirement Office**

The Northbridge Retirement Board met on Wednesday December 21, 2022 at 2:42 p.m. in the Northbridge Retirement Office at the Northbridge Town Hall in Whitinsville. Board members present: Neil Vaidya, Sharon Susienka, Tom Frieswyk, George Murray, and John Meagher. Also, present, Scott McGrath, Board Administrator.

**PUBLIC COMMENTS:**

(None)

**WARRANTS:**

Warrants totaling \$315,449.96 for the month of December were carefully reviewed and approved by the Board.

Bank Reconciliations for the month of November 2022 was carefully reviewed and approved by the Board.

The Board was informed of a transfer of funds in November from PRIT to checking of \$230,000.00.

The Board was informed of a transfer of funds in November from Money Market acct. to Checking of \$99,747.80.

**MINUTES:**

Tom Frieswyk made a motion to accept the minutes of the November 22, 2022 Retirement Board meeting. The motion was seconded by Neil Vaidya.

**The Board voted unanimously 5-0 to accept the November 22, 2022 Retirement Board meeting minutes.**

**NEW MEMBERS:**

Neil Vaidya made a motion to deny membership for Jessica Collazo and Bradley Curving because they do not meet the minimum 28 hour regularly scheduled work week. The motion was seconded by Sharon Susienka.

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

George Murray made a motion to accept membership for Bradley Cundiff, Cameron Deraleau, Jacob Francer, Jaylicia Johnson, Jason Overfield, Jared Smith, and Jules Stackhouse. The motion was seconded by Sharon Susienka.

**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 John Briand. Mr. Briand is age 67 with 10 years and 1 month of creditable service at the Northbridge Department of Public Works. Mr. Briand was an equipment operator/laborer. He has chosen an option "C" benefit with a retirement date of November 30, 2022. George Murray made a motion to accept the application of Mr. Briand and Tom Frieswyk seconded the motion.

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

**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 no applications for the withdrawal of funds this month.

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LINDA R. ZYWIEN



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**REQUEST FOR TRANSFER OF FUNDS:**

The Board received a request from the Worcester Regional Retirement Board for the funds of Ann Tomasetti. Ms. Tomasetti worked as an Instructional Aide for the Northbridge School Department and had 7 years and 8 months of creditable service.

George Murray made a motion to approve the transfer of funds of Ann Tomasetti in the amount of \$11,598.60. The motion was seconded by Neil Vaidya.

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

The Board received a request from the Waltham Retirement Board for the funds of Kayleigh Poudrier. Ms. Poudrier worked as an Executive Assistant for the Northbridge School Department and had 1 years and 8 months of creditable service.

George Murray made a motion to approve the transfer of funds of Kayleigh Poudrier in the amount of \$6,829.84. The motion was seconded by Sharon Susienka.

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

The Board received a request from the State Retirement Board for the funds of Joel Khattar. Mr. Khattar worked as a SEL Coordinator for the Northbridge School Department and had 3 years of creditable service. Neil Vaidya made a motion to approve the transfer of funds of Joel Khattar in the amount of \$11,388.39. The motion was seconded by Tom Frieswyk.

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

The Board received a request from the Massachusetts Teachers' Retirement Board for the funds of Heather Deary. Ms. Deary worked as an Teacher's Aide for the Northbridge School Department and had 3 years and 1 months of creditable service.

Sharon Susienka made a motion to approve the transfer of funds of Heather Deary in the amount of \$10,672.02. The motion was seconded by Neil Vaidya.

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

**DECEASED RETIREES:**

The Board was not 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:**

The Board told the Cash Books for November 2022 will be available at the next meeting.

The Board Administrators review was discussed by the Board and his retiring at the end of the year. The Board felt the Administrator was doing a good job. The Board wants the process and produce manuals updated, The Board will contract a consultant to do a salary survey.

The Administrator needs to update the job description. The Board suggested the Board Administrator seek out other Board Administrator's descriptions to compare and contrast.

Neil Vaidya made a motion to give the Board Administrator a 3% increase and have it retroactive back to July 1, 2022. The motion was seconded by Sharon Susienka.

**The Board voted unanimously 5-0 to approve the 3% increase for the Board Administrator and have it retroactive back to July 1, 2022.**

**NEW BUSINESS:**

The Board had no new business to discuss this month.

**CORRESPONDENCE OUT:**

There was no outgoing Correspondence this month.

**PERAC:**

PERAC Pension News December 2022

PERAC Memo #29-5% Local COLA option was discussed by the Board. This memo addresses the Governor's signing of Chapter 269 of the Acts of 2022 into law. This act provides the local retirement systems with a option to increase the Cost of Living Adjustment for Fiscal Year 2023 to up to 5% on the base amount specified pursuant to G.L. c. 32 sec 103. This would be retroactive to July 1, 2022.

The Board was told this can be enacted with their majority vote and the approval of the Town Selectmen's vote. The current COLA amount is \$3,328.34 per month on a 3% rate and would become \$5,547.25 on a 5% rate. Neil Vaidya made a motion to increase the COLA to 5% and present the option to the Town Selectmen for their approval. The motion was seconded by George Murray.

**The Board voted unanimously 5-0 to approve the 5% increase for the COLA and to submit it to the Town Selectmen for their approval.**

**PRIM:**

Summary of Plan Performance November 2022 will be available at the next meeting.

**MACRS:**

There was nothing from MACRS this month.

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

There were no correspondences this month.

**MISCELLANEOUS CORRESPONDENCE:**

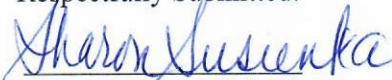
There were no correspondences this month.

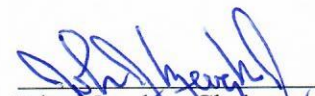
Neil Vaidya made a motion to adjourn the meeting at 3:35 p.m. The motion was seconded by Sharon Susienka

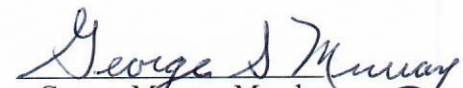
**The Board voted 5-0 in support.**

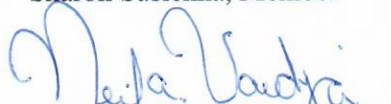
The next meeting of the Northbridge Retirement Board will be at 2:30 p.m. on Wednesday January 25, 2023 at the Northbridge Town Hall.


Respectfully Submitted:

  
Sharon Susienka, Member

  
John Meagher, Chairman

  
George Murray, Member

  
Neil Vaidya, Ex-Officio

  
Tom Frieswyk, Member