

**Northbridge Retirement Board Minutes**

**Date: October 25, 2023 - Time: 10:37 a.m.**

**Place: Northbridge Retirement Office**

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The Northbridge Retirement Board met on Wednesday, October 25, 2023 at 10:37 a.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 \$339,567.74 for the month of October were carefully reviewed and approved by the Board. Bank Reconciliations for the month of September 2023 were carefully reviewed and approved by the Board. The Board was informed of a transfer of funds in September from PRIT to the Checking account in the amount of \$250,000.00. The Board was informed of a transfer of funds in September from the Money Market account to the Checking account in the amount of \$68,889.47.

**MINUTES:**

George Murray made a motion to accept the minutes from the September 20, 2023 Retirement Board meeting. The motion was seconded by John Meagher.

**The Board voted 5-0 to accept the September 20, 2023 Retirement Board meeting minutes.**

George Murray made a motion to accept, and not release to the public, the executive session minutes from the September 20, 2023 Retirement Board meeting. The motion was seconded by Tom Frieswyk.

**The Board voted 5-0 to accept, and not release to the public, the September 20, 2023 Retirement Board meeting executive session minutes.**

**NEW MEMBERS:**

George Murray made a motion to deny membership for Nadiah Alafrangi, Stacey Smith, Kimberly Vacca, and Rose Yulfo 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.**

George Murray made a motion to accept membership for Grace Boisvert, Lisa Bowles, Debra Bundtzen, Joshua Callinan, Jessica Cucchi, Devin Engles, Robin-Anne Gorman, Andrea LaChapelle, Ellen McGuire, Lisa McKinley, Jacob Moore, Monique Salvas, and Richard Wetherbee II. The motion was seconded by Sharon Emerick.

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

**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.

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NORTHBRIDGE TOWN CLERK  
LINDA D. ZWIEN



**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. Jonathan Shenian. Mr. Shenian was an Equipment Operator for the Northbridge DPW. He had 1 year and 4 months of creditable service. His start date was May 3, 2021. George Murray made a motion to approve the withdrawal for Mr. Shenian in the amount of \$3,122.83. The motion was seconded by Tom Frieswyk.

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

**REQUEST FOR TRANSFER OF FUNDS:**

The Board received a request from the Mass Teachers Retirement System for the funds of Kerry Guertin-Alexander. Mrs. Guertin-Alexander worked as a behavior tech for the Northbridge School System. She has 12 years and 10 months of creditable service, with a starting date of August 31, 2009. George Murray made a motion to approve the transfer of funds for Mrs. Guertin Alexander in the amount of \$35,591.44. The motion was seconded by Sharon Emerick.

**The Board voted unanimously 5-0 to approve the transfer of funds for Mrs. Kerry Guertin-Alexander.**

**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 given the Cash Books for August 2023 and September 2023. The Board reviewed the Cash Books. The documents included: the accounts receivables, accounts payables, the adjusting entries, general ledger, year to date trial balance, and the monthly trial balance. The Board decided to defer the discussion about amending the Personnel Policy Menu until the next meeting on November 21, 2023.

George Murray made a motion to approve the request to extend the contracts for both Stone Consulting and Attorney Nick Pose for another 2 years. The motion was seconded by Sharon Emerick.

**The Board voted unanimously 5-0 to approve the request of contract extensions for Stone Consulting and Attorney Nick Poser.**

**NEW BUSINESS:**

There was no new business to discuss at the time of the meeting.

**CORRESPONDENCE OUT:**

There was no outgoing correspondence this month.

**PERAC:**

There were no new PERAC discussion items this month.

**PRIM:**

The Board reviewed the Summary Plan of Performance for both August 2023 and September 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:**

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

Sharon Susienka made a motion to convene into Executive session at 11:00 a.m. for an Accidentally Disability Hearing for an applicant. The motion was seconded by George Murray.

**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 Emerick-yea and Sharon Susienka-yea.**

George Murray made a motion to come out of Executive session at 11:15 a.m. The motion was seconded by Tom Frieswyk

**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, Tom Frieswyk-yea, George Murray-yea, Sharon Emerick-yea, and Sharon Susienka-yea.**

George Murray made a motion to send the applicant's case to a medical panel. The motion was seconded by Tom Frieswyk.

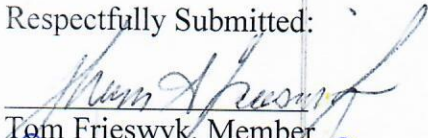
**It was approved 4-1 by a roll call vote to send the applicant's case to a medical panel. The voters were as follows: Tom Frieswyk-yea, George Murray-yea, Sharon Emerick-yea, Sharon Susienka-yea, and Chairman John Meagher-nay.**

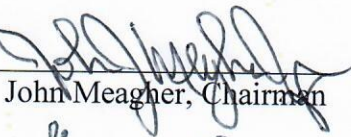
George Murray made a motion to adjourn the meeting at 11:17 a.m. The motion was seconded by Tom Frieswyk.

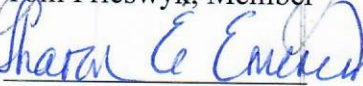
**The Board voted 5-0 in support.**

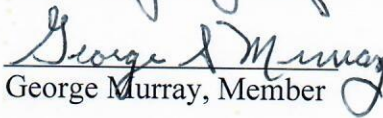
The next meeting of the Northbridge Retirement Board will be at 2:30 p.m. on Tuesday, November 21, 2023 at the Northbridge Town Hall.

Respectfully Submitted:

  
Tom Frieswyk, Member

  
John Meagher, Chairman

  
Sharon Emerick, Ex-Officio

  
George Murray, Member

  
Sharon Susienka, Member