

Northbridge Retirement Board Minutes
Date: March 24, 2021 - Time: 10:06 a.m.
Place: Zoom Conference Call

Handwritten signatures and initials:
JLM
NAV
SCS
K

The Northbridge Retirement Board met on Wednesday, March 24, 2021 at 10:06 a.m. on a Zoom conference call. Board members present: John Meagher, Sharon Susienka, George Murray, Tom Frieswyk and Neil Vaidya. Also, present, Scott McGrath, Board Administrator.

Call Meeting to Order: Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order concerning imposition on strict limitations on the number of people that may gather in one place, meetings of the Northbridge Retirement Board will be conducted via remote participation to the greatest extent possible. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order.

PUBLIC COMMENTS:

(None)

WARRANTS:

Warrant totaling \$297,633.46 for the month of March will be carefully reviewed and approved by the Board at the next meeting. The Board members came into the Retirement Office to review and signed the warrants for December 2020, January, and February 2021,

Bank Reconciliations for the month of February will be carefully reviewed and approved by the Board at the next meeting.

The Board members came into the Retirement Office to review and signed the Bank Reconciliations for November, December 2020, and January 2021.

The Board was informed of a transfer of funds in February from PRIT to checking of \$199,184.16.

The Board was informed of a transfer of funds in February from Money Market acct. to Checking of \$72,204.54.

MINUTES:

The minutes of the February 24, 2021 Retirement Board meeting will be reviewed at the next meeting.

The Board members came into the Retirement Office to review and signed the minutes from the meetings of July 22, 2020, August 26, 2020, September 23, 2020, October 21, 2020, October 29, 2020, and November 18, 2020.

Neil Vaidya made a motion to approve the minutes from July 22, 2020, August 26, 2020, September 23, 2020, October 21, 2020, October 29, 2020, and November 18, 2020. The motion was seconded by George Murray.

The Board voted unanimously 5-0 to accept the Board meeting minutes from July 22, 2020, August 26, 2020, September 23, 2020, October 21, 2020, October 29, 2020, and November 18, 2020.

NEW MEMBERS:

George Murray made a motion to deny membership for Alejandro Chavira, Thomas Chiacchia, Jessica Flanders, Steven Hamilton, Nichole Hughes, Logan Picard, Daniel Plante, Alex Riley, Gregory Riley, and Katherine Ware because they do not meet the minimum 28 hour regularly scheduled work week. The motion was seconded by Neil Vaidya.

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 Donald Bentley, Calvin Bessette, RaeAnn Leonard, Tanvi Patel, Nathan Posterro, and Alexander Riddell. The motion was seconded by Sharon Susienka.

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

NEW RETIREES:

The Board received an application for a superannuation retirement from Gaytha Baker. Mrs. Baker was the option "D" beneficiary of Henry Baker. Mr. Baker passed away in service and his wife is eligible for the option "C" benefits that he would have received if he had retired on the date of his passing. Mr. Baker was age 64 with 14 years of creditable service in the Northbridge School Department. Mr. Baker was an Accountant in the School Administration Building. He passed on February 7, 2021 and has a retirement date of February 8, 2021. Neil Vaidya made a motion to accept the application of Mrs. Gaytha Baker and George Murray seconded the motion.

The Board voted unanimously 5-0 to approve the Option "D" benefit for Gaytha Baker.

REQUEST FOR BUYBACK

The Board did not receive any applications for buyback this month.

REQUEST FOR LIABILITY:

There were no requests for liability this month.

REQUEST FOR WITHDRAWAL OF FUNDS:

The Board received an application for the withdrawal of funds from Mrs. Bree Charbonneau. Mrs. Charbonneau was an Executive Assistant with the Northbridge School Department. She had 2 years and 1 months of creditable service, and a start date of August 27, 2018. Mrs. Charbonneau will be rolling these funds over into an IRA. Neil Vaidya made a motion to approve the withdrawal of funds for Bree Charbonneau in the amount of \$7,518.43. The motion was seconded by Tom Frieswyk.

The Board voted unanimously 5-0 to approve the withdrawal of funds for Bree Charbonneau.

REQUEST FOR TRANSFER OF FUNDS:

The Board received a request from the Wellesley Retirement Board for the funds of Tiana Moreau. Ms. Moreau worked as the Assistant Town Accountant for the Northbridge Accounting Department and had 1 years and 4 months of creditable service. Sharon Susienka made a motion to approve the transfer of funds of Tiana Moreau in the amount of \$6,174.14. The motion was seconded by Neil Vaidya.

The Board voted unanimously 5-0 to approve the transfer of funds for Tiana Moreau.

DECEASED RETIREES:

The Board was informed of the passing of Raymond Sullivan, who passed away on February 24, 2021. Mr. Sullivan was 91 years old and was a Superannuation Option "A" retiree. Mr. Sullivan retired on February 24, 1991 and had worked for the Northbridge Fire Department as a Firefighter/EMT.

LEGAL:

The Board had 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 January and February 2021. The Board reviewed the Cash Books which consist of the accounts receivables, accounts payables, the adjusting entries, the monthly trial balances, and the year-to-date trial balances. The Board had no questions on the reports.

NEW BUSINESS:

There was no new business to discuss.

CORRESPONDENCE OUT:

There were no outgoing correspondences this month.

PERAC:

The Board was informed the Annual Statement was sent to PERAC.

PRIM:

PRIM Board Fourth Quarter Update
PRIM Client Services Announcements
Summary of Plan Performance January and February 2021

MACRS:

There was nothing to discuss from MACRS this month.

RETIRED STATE COUNTY AND MUNICIPAL EMPLOYEES ASSOC. OF MA:

There was nothing to discuss or hand out this month.

MISCELLANEOUS CORRESPONDENCE:

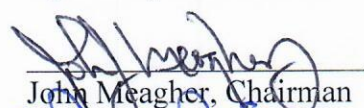
There were no correspondences this month.

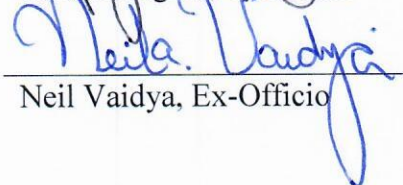
Neil Vaidya made a motion to adjourn the meeting at 10:31 a.m. The motion was seconded by Sharon Susienka.

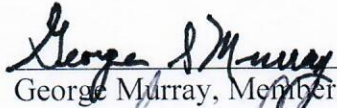
The Board voted 5-0 in support.

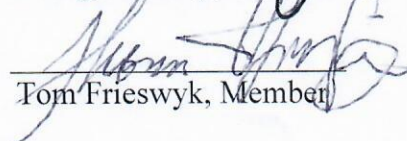
The next meeting of the Northbridge Retirement Board will be held at 10:00 a.m. on April 21, 2021 at the Northbridge Town Hall.

Respectfully Submitted:


John Meagher, Chairman


Neil Vaidya, Ex-Officio


George Murray, Member


Tom Frieswyk, Member


Sharon Susienka, Member