

**Northbridge Retirement Board Minutes**  
**Date: April 21, 2021 - Time: 10:07 a.m.**  
**Place: Zoom Conference Call**

gjm  
SLS  
JAV  
KF

The Northbridge Retirement Board met on Wednesday, April 21, 2021 at 10:07 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 \$284,401.86 for the month of April will be carefully reviewed and approved by the Board at the next meeting.

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

The Board was informed of a transfer of funds in March from PRIT to checking of \$171,563.00.

The Board was informed of a transfer of funds in March from Money Market acct. to Checking of \$126,068.55.

**MINUTES:**

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

**NEW MEMBERS:**

George Murray made a motion to deny membership for Katelyn Bundtzen, Nicola D'Andrea, and Mark Dziadyk 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.**

Neil Vaidya made a motion to accept membership for Heather Wade. The motion was seconded by Sharon Susienka.

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

**NEW RETIREES:**

The Board received no applications for a superannuation retirement this month.

**REQUEST FOR BUYBACK**

The Board received an application from Tim Labrie to buy back 1 years and 2 months of part time service with the Northbridge Police Department. Mr. Labrie works for the Northbridge Police Department as a Lieutenant and the cost of the buyback will be \$2,525.95. Lieutenant Labrie plans on rolling over the funds from his deferred comp.plan. George Murray made a motion to accept the application of Lieutenant Labrie and Neil Vaidya seconded the motion.

RECEIVED  
21 OCT 21 PM 12:37  
NORTHBRIDGE TOWN CLERK  
LINDA D. ZWILCH



JL SS JSM  
JW ER

**The Board voted unanimously 5-0 to approve the buyback of 1 year and 2 months of part time service for Lieutenant Labrie..**

**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 Katelyn Hartwick. Ms. Hartwick was an Instructional Aide with the Northbridge School Department. She had 4 years and 6 months of creditable service and a start date of September 3, 2014.

Sharon Susienka made a motion to approve the withdrawal of funds for Katelyn Hartwick in the amount of \$5,525.11.

The motion was seconded by George Murray.

**The Board voted unanimously 5-0 to approve the withdrawal of funds for Katelyn Hartwick.**

**REQUEST FOR TRANSFER OF FUNDS:**

The Board received a request from the Worcester Regional Retirement Board for the funds of James Flagg. Mr. Flagg worked as a dispatcher for the Northbridge Police Department and had 1 years and 9 months of creditable service.

George Murray made a motion to approve the transfer of funds of James Flagg in the amount of \$8, 503.21.

The motion was seconded by Tom Frieswyk.

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

**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 was given the Cash Books for March 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:**

The Board received the Election Timetable for Northbridge Retirement Board Election, and an Election Choices/Decisions worksheet.

The Board chose to use the same method as the election in 2020. A notice of the election will be mailed to each retired member and for the other members, the election will be posted in at least three conspicuous places within the jurisdiction of the retirement system. The ballots will be white.

The Board also will have the election conducted at a polling place and not exclusively by mail.

It was decided to hold the election at the Northbridge Retirement Office on July 21, 2021. The election will be open from 8:00 A.M. to 6:00 P.M. and all retired members will be provided the option of voting in person or by



mailing in an absentee ballot. All retirees will be mailed an absentee ballot.

George Murray made a motion to approve the Election Choices/Decisions worksheet for the Northbridge Retirement Board Election.

The motion was seconded by Neil Vaidya.

**The Board voted unanimously 5-0 to approve the Election Choices/Decisions worksheet for the Northbridge Retirement Board Election .**

George Murray made a motion to approve the Election Timetable for the Northbridge Retirement Board Election. The motion was seconded by Tom Frieswyk.

**The Board voted unanimously 5-0 to approve the Election Timetable for the Northbridge Retirement Board Election .**

Sharon Susienka made a motion to elect Scott L McGrath, the Board Administrator, as the Election Officer. The motion was seconded by George Murray.

**The Board voted unanimously 5-0 to approve the election of Scott L McGrath as the Election Officer.**

**CORRESPONDENCE OUT:**

There were no outgoing correspondences this month.

**PERAC:**

The Board was informed there was no correspondence from PERAC this month.

**PRIM:**

Summary of Plan Performance March 2021

**MACRS:**

There was nothing to discuss from MACRS this month.

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

The Voice Newsletter-May 2021

**MISCELLANEOUS CORRESPONDENCE:**


There were no correspondences this month.

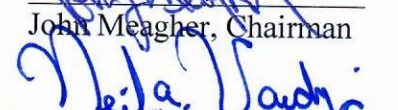
George Murray made a motion to adjourn the meeting at 10:34 a.m. The motion was seconded by Sharon Susienka.

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

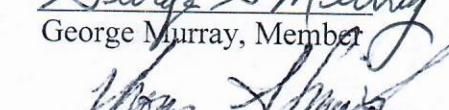
The next meeting of the Northbridge Retirement Board will be held at 10:00 a.m. on May 19, 2021 at the Northbridge Town Hall.


Respectfully Submitted:

  
John Meagher, Chairman

  
Neil Vaidya, Ex-Officio

  
George Murray, Member

  
Tom Frieswyk, Member

  
Sharon Susienka, Member