

Southbridge Retirement Board Meeting Minutes
February 24, 2022, 9:00 A.M.
Veteran's Room
Town Hall 41 Elm Street Southbridge, MA 01550

1. Open meeting- 9:02 A.M.
2. Roll Call - Present at the meeting were Mr. Cournoyer, Mrs. Peña, Mrs. Harnois, Ms. Leduc and Mrs. Ashleigh. Also present, Mr. Metzger, HR Director/School Representative, and Mrs. Alvarado, Administrator
3. Vote to accept the minutes from the following meeting:
 - o January 27, 2022
Motion by Mr. Cournoyer, second by Mrs. Harnois. All members voted in favor of the motion. Motion carries.
4. Chairperson's Announcements:
 - o Audit and dental will be discussed in the Administrator's forum
5. Vote to approve the **superannuation retirement of Glenn Remillard**, of the Town of Southbridge, DPW Department effective March 31, 2022.

Correction of retirement date is April 1, 2022. Motion by Mr. Cournoyer, second by Mrs. Harnois. All members voted in favor of the motion. Motion carries.
6. Vote to approve the **superannuation retirement of Richard Marcucci**, of the Town of Southbridge, DPW Department effective March 5, 2022.

Motion by Mr. Cournoyer, second by Mrs. Harnois. All other members in favor of the motion. Motion carries.
7. Vote to approve the **transfer of accumulated deductions for Jeffrey Beaudette**, formerly of the Town of Southbridge, DPW Department, to the State Retirement Board, Creditable Service 21.3333 Years.

Motion by Mr. Cournoyer, second by Ms. Leduc. All other members in favor of the motion. Motion carries.
8. Vote to approve the **refund of accumulated deductions for Robin Lataille**, formerly of the Southbridge School Department.

Motion by Mr. Cournoyer, second by Ms. Leduc. All other members in favor of the motion. Motion carries.
9. Vote to approve the **refund of accumulated deductions for Gloritza Rentas**, formerly of the Southbridge School Department.

Motion by Mr. Cournoyer, second by Mrs. Harnois. All other members in favor of the motion. Motion carries.

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10. Vote to approve the **refund of accumulated deductions for Destinie Torres**, formerly of the Southbridge School Department.

Motion by Ms. Leduc, second by Mr. Cournoyer. All other members in favor of the motion. Motion carries.

11. Vote to approve the **refund of accumulated deductions for Johnny Torres**, formerly of the Southbridge School Department.

Motion by Mr. Cournoyer, second by Mrs. Ashleigh. All other members in favor of the motion. Motion carries.

12. Vote to approve the **refund of accumulated deductions for Maria Barrett**, formerly of the Southbridge School Department.

Motion by Mr. Cournoyer, second by Ms. Leduc. All other members in favor of the motion. Motion carries.

13. Vote to approve the **partial refund of accumulated deductions for Marissa Cote**, formerly of the Southbridge School Department.

Motion by Mr. Cournoyer, second by Mrs. Ashleigh. All other members in favor of the motion. Motion carries.

14. Administrator's Forum:

- o Actuarial valuation to use for COLA analysis – request to PERAC a cost analysis
- o Dental Insurance – Ms. Leduc suggested a consortium, research will be done. Mrs. Ashleigh suggested to look into Colonial Life for dental insurance.
- o Refund error – Mrs. Harnois suggested to contact Attny. Sacco, Ms. Leduc suggested to look for new address.
- o Updating files:
 - a. Entering addresses – assistance from the Treasurer and School payroll office was needed
 - b. Mailing forms – new forms were mailed out to member's that have not returned them to the office

15. Vote to approve the Warrant for February W022022 in the amount of **\$742,870.56**

<u>Retiree Payroll</u>	<u>\$364,592.28</u>
<u>Payroll End Checks:</u>	<u>\$ 62,765.15</u>
<u>Accounts Payable:</u>	<u>\$315,513.13</u>

Motion by Mr. Cournoyer, second by Mrs. Ashleigh. All other members in favor of the motion. Motion carries.

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16. Roselli, Clark & Associates Contract:

Mrs. Harnois will reach out for quotes as she has to ask for the Town as well

17. Board Members' Forum:

Mr. Cournoyer mentioned to be aware of cyber threats.

18. PERAC Audit Exit Conference 2/15/2022 (draft):

A response needs to be submitted within 10 business days after the board meeting. 2016 – 2018 GL and TB were found; payroll codes will need to be provided to the Administrator to ensure codes are properly placed according to what the members are receiving pay for. Registered for the DOR has been taken place.

19. Retirement System Members' Forum – None noted

20. School Department Forum:

Mr. Metzger mentioned that they are shorthanded and a new staff member will start in a couple of weeks. He wants to be helpful.

21. Meeting Schedule – Thursday, March 31, 2022 at the Veteran's Room

22. Vote for adjournment:

Motion by Mr. Cournoyer, second by Ms. Leduc, to adjourn the meeting at 10:14 A.M. All members present voted in favor of the motion. Meeting adjourned.

FYI

PERAC MEMO 8/2022: Actuarial Data

Respectfully submitted:


Yolanda Alvarado







