

Southbridge Retirement Board Meeting Minutes
Thursday, February 23, 2023, 9:00 A.M.
Veteran's Room
Town Hall 41 Elm Street Southbridge, MA 01550

Pursuant to Chapter 20 of the Acts of 2021, this meeting will be conducted via remote means. Members of the public who wish to access the meeting may do so by following the GoToMeeting instructions below. 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 in real time, via technological means. In the event that we are unable to do so, for reasons of economic hardship and despite best efforts, we will post on the Town of Southbridge municipal website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

1. Open meeting - Chairperson Ms. Leduc called the meeting at 9:06 am.
2. Roll Call – Present at the meeting was Mrs. Peña, via remote participation was Ms. Leduc and Mr. Cournoyer. Mrs. Harnois was excused. Also, present via remote participation Seth Racine, School Business Office Manager and present Mrs. Alvarado, Administrator.
3. Vote to accept the minutes from the following meetings:
 - o January 26, 2023

Motion by Mrs. Peña, second by Mr. Cournoyer. All members present voted in favor of the motion. Motion carries.
4. Chairperson's Announcements: None noted.
5. School Department Forum: None noted.
6. Discuss and vote on Educational Assistant "bonus" payment, school has it as pensionable.
 - o Mr. Racine said the "bonus" pay is a salary increase and it should be pensionable. The cities of Lawrence and Holyoke are in receivership as well and they have the same implementation as Southbridge.
 - o Mrs. Peña recommends to clean up the language to be able to support this.
 - o Ms. Leduc asked if this was pensionable in other communities, and Mr. Racine said yes.
 - o Mr. Racine clarified he doesn't know the specific language.
 - o Ms. Leduc recommended to contact the other two towns for verbiage confirmation and for this to be table for the next meeting.
7. Retirement System Members' Forum: None noted.
8. Discuss and vote to add supplemental regulation for Military Buy-back to read as follow:

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A member in service of the Southbridge Retirement System who is eligible to purchase past military service rendered pursuant to M.G.L. c. 32 § 4(1)(h), as amended, may purchase said service in one lump-sum payment or by utilization of a 5-year installment plan. Any member who elects to purchase service through the installment plan must complete the payment plan within 5 years of commencing the plan. Any member who does not complete the purchase within 5 years of commencing the plan will have the funds returned, with no creditable service to attach.

- Ms. Leduc made a change in the language.
- Mr. Cournoyer recommended to have an option acknowledgement form signed by the member.
- Mrs. Peña mentioned a copy of the payment plan form goes to HR for the payment to be deducted in payroll.

Motion by Mrs. Peña with the changes, second by Mr. Cournoyer. All members present voted in favor of the motion. Motion carries.

9. Vote to select a firm to provide the Board with legal services based on the responses to the RFP.

- Ms. Leduc: to postpone action till next meeting as interviews will be conducted with both firms in a special meeting, March 9, 2023 in the afternoon.

10. Discuss and vote overpayment of dependent allowance for:

- a. J. Ritchie
- b. R. Campbell
 - Mr. Cournoyer suggested to waive the overpayment due to prior administrator error.

Motion by Mrs. Peña to waive the overpayment, second by Mr. Cournoyer. All members present voted in favor of the motion. Motion carries.

11. Vote to approve the **transfer of accumulated deductions for Jocelyn Tallis-Rodriguez**, formerly of the Southbridge Public Schools, to the Mass Teachers Retirement System, Creditable Service 6.5833 Years.

Motion by Mrs. Peña, second by Mr. Cournoyer. All members present voted in favor of the motion. Motion carries.

12. Vote to approve the **transfer of accumulated deductions for Callie Bonneau**, formerly of the Southbridge Public Schools, to the Mass Teachers Retirement System, Creditable Service 1.9167 Years.

Motion by Mrs. Peña, second by Mr. Cournoyer. All members present voted in favor of the motion. Motion carries.

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13. Vote to approve the **rollover of accumulated deductions for Linda Desaulniers**, formerly of the Southbridge Public Schools, Food Service Manager.

Motion by Mrs. Peña, second by Mr. Cournoyer. All members present voted in favor of the motion. Motion carries.

14. Vote to approve the **rollover of accumulated deductions for Sara Cheiffo**, formerly of the Southbridge Public Schools, Support Staff.

Motion by Mrs. Peña, second by Mr. Cournoyer. All members present voted in favor of the motion. Motion carries.

15. Vote to approve the **rollover of accumulated deductions for Maile Lange**, formerly of the Southbridge Public Schools, Tutor.

Motion by Mrs. Peña, second by Mr. Cournoyer. All members present voted in favor of the motion. Motion carries.

16. Vote to approve the **refund of accumulated deductions for Kyle Moore**, formerly of the Southbridge Public Schools, ISS Supervisor.

Motion by Mrs. Peña, second by Mr. Cournoyer. All members present voted in favor of the motion. Motion carries.

17. Vote to approve the **refund of accumulated deductions for Janaiya Sanchez**, formerly of the Southbridge Public Schools, Educational Assistant.

Motion by Mrs. Peña, second by Mr. Cournoyer. All members present voted in favor of the motion. Motion carries.

18. Vote to approve the **refund of accumulated deductions for Ashley Spokis**, formerly of the Southbridge Public Schools, Educational Assistant.

Motion by Ms. Leduc, second by Mr. Cournoyer. Mrs. Peña abstained. Motion carries.

19. Vote to approve the **refund of accumulated deductions for Kimberly Sewart**, formerly of the Southbridge Public Schools, Educational Assistant.

Motion by Mrs. Peña, second by Mr. Cournoyer. All members present voted in favor of the motion. Motion carries.

20. Vote to approve the **refund of accumulated deductions for Lynne Lengel**, formerly of the Town of Southbridge, Cable Department.

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Motion by Mrs. Peña, second by Mr. Cournoyer. All members present voted in favor of the motion. Motion carries.

21. Administrator's Forum:

- YTD Budget/Books

22. Vote to approve the Warrant for ~~January W012023~~ February W022023 in the amount of **\$613,596.99**

<u>Retiree Payroll</u>	<u>\$376,001.02</u>
<u>Payroll End Checks:</u>	<u>\$ 60,932.21</u>
<u>Accounts Payable:</u>	<u>\$176,663.76</u>

Motion by Mrs. Peña, second by Mr. Cournoyer. All members present voted in favor of the motion. Motion carries.

23. Board Members' Forum:

- Ms. Leduc reminded everyone to submit their financial statements to PERAC.
- Mrs. Peña:
 - Inquired if there is an update on Mr. Philbrook – still waiting for him to contact us informing that he submitted his financials to PERAC.
 - Suggested to have a copy of the board composition in the supplemental regulation's binder.
- Mr. Cournoyer inquired when PERAC's audit will be conducted.

24. Meeting Schedule: March 30, 2023 at 9:00 am in the Veteran's Room.

25. Vote for adjournment:

Motion by Mrs. Peña, second by Mr. Cournoyer, to adjourn the meeting at 10:56 am. All members present voted in favor of the motion. Meeting adjourned.

FYI

PERAC MEMO 7/2023: 2023 Interest Rate set at 0.1%
PERAC MEMO 8/2023: Actuarial Data

Retirement Board
Thu, Feb 23, 2023 9:00 AM - 11:00 AM (EST)

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/832700797>

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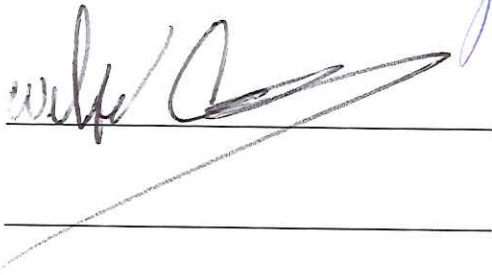
You can also dial in using your phone.
(For supported devices, tap a one-touch number below to join instantly.)

United States (Toll Free): 1 866 899 4679
- One-touch: <tel:+18668994679,,832700797#>

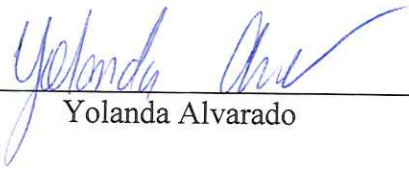
United States: +1 (571) 317-3116
- One-touch: <tel:+15713173116,,832700797#>

Access Code: 832-700-797

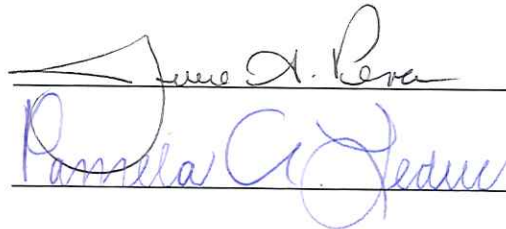
Respectfully submitted:



A handwritten signature in black ink, appearing to be "Walter A.", is written over a horizontal line. Below this line is another horizontal line that is also crossed out with a diagonal line.



A handwritten signature in blue ink, "Yolanda Alvarado", is written over a horizontal line. Below the line, the name "Yolanda Alvarado" is printed in black text.



Two handwritten signatures in blue ink are written over horizontal lines. The top signature appears to be "Jesse A. Pera" and the bottom signature is "Pamela A. Geddes".

