

**Southbridge Retirement Board  
Special Meeting Minutes  
Thursday, March 9, 2023 3:00 P.M.  
Veteran's Room  
Town Hall 41 Elm Street Southbridge, MA 01550**

1. Open meeting – Chairperson Ms. Leduc called the meeting at 3:04 pm.
2. Roll Call – Present at the meeting were Ms. Leduc, Mrs. Peña, via remote participation Mr. Cournoyer. Mrs. Russell was excused. Also, present Attorneys: Michael Sacco, Matthew Feeney and Katherine Hesse and Mrs. Alvarado, Administrator.
3. Interviews for RFP legal services response proposals:
  - a. **The Law Offices of Michael Sacco, P.C. (received 1/30/2023 at 10:45 am)**
  - b. **Murphy, Hesse, Toomey and Lehane LLP (received 1/31/2023 at 10:13 am)**

Both parties were interviewed separately. After the interview, board members filled out the comparative evaluation criteria form to score each law firm.

Mrs. Peña made a motion to add to the agenda an item to cast a vote, second by Mr. Cournoyer. All members present voted in favor of the motion. Motion carries.

4. Vote to select a Law Firm for legal services.

Comparative evaluation criteria form from each board member was tallied by the administrator.

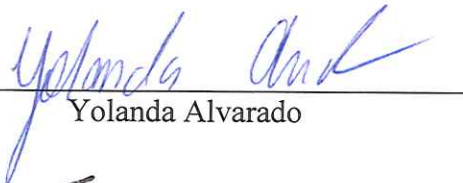
1. Law Office of Michael Sacco P.C. scored 36.
2. Murphy, Hesse, Toomey and Lehane LLP scored 28.5.

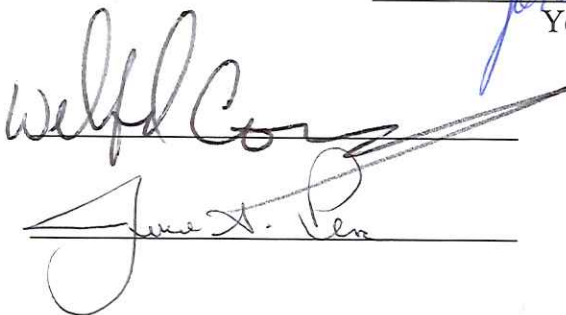
Motion by Mrs. Peña to continue with the Law Office of Michael Sacco P.C., second by Mr. Cournoyer. All members present voted in favor of the motion. Motion carries.

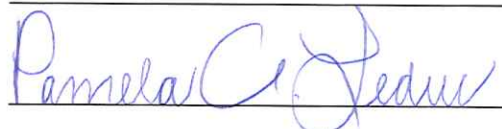
5. Adjournment:

Motion by Mr. Cournoyer, second by Mrs. Peña, to adjourn the meeting at 5:06 pm. All members present voted in favor of the motion. Meeting adjourned.

Respectfully submitted:

  
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Yolanda Alvarado

  
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June A. Peña

  
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Pamela C. Leduc