

Southbridge Retirement Board Meeting Minutes
Thursday, March 30, 2023, 9:00 A.M.
Veteran's Room
Town Hall 41 Elm Street Southbridge, MA 01550

1. Open meeting - Chairperson Ms. Leduc called the meeting at 9:03 am.
2. Roll Call - Present at the meeting was Mrs. Peña, Ms. Leduc, Mr. Cournoyer and Mrs. Russell. Also, present Mr. Metzger, Chief Human Resource, Mr. Roland Bachand, member and Mrs. Alvarado, Administrator.
3. Vote to accept the minutes from the following meetings:
 - o February 23, 2023
 - o March 9, 2023 Special MeetingMotion to approve both meeting minutes by Mrs. Peña, second by Mr. Cournoyer. All members present voted in favor of the motion. Motion carries.
4. Chairperson's Announcements: Chair, Ms. Leduc mentioned that PERAC was inquiring what action the Board was taken in regards to the Silicon Valley Bank (SVB), PRIM had sent their course of action and this was forward to PERAC.
5. School Department Forum: Mr. Metzger mentioned that everything in his department is going well. They are fully staffed and P. LaChance was hired as a Payroll/Benefit coordinator. There will be a benefit fair on May 25, 2023 for all employees to attend.

Ms. Leduc suggested to invite for the next meeting the Town's HR and Benefit coordinator.
6. Discuss and vote on Educational Assistant "bonus" payment, school has it as pensionable.
 - o After further research, the board has decided to go with PERAC's decision that the School Bonus paid to the Educational Assistance is not pensionable. The School has a right to appeal this decision with DALA.

Motion by Mr. Cournoyer, second by Mrs. Peña. All members present voted in favor of the motion. Motion carries.
7. Retirement System Members' Forum: None noted.
8. Election: Notice will be mailed on 4/6/2023, Nomination papers will be available 4/10/2023 and Election 7/13/2023.
9. Vote to accept the 2022 Annual Statement
Instructions on how to sign for the annual statement visit:
<https://www.mass.gov/service-details/cash-books-annual-statement> for more information.
 - o Mr. Cournoyer commented how the investment gains were down compared to the prior year.

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- Ms. Leduc suggested to ask our PRIM representative any questions for clarification when she visits us in April.

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

10. Vote to approve the **transfer of accumulated deductions for Steven Bellerose**, formerly of the Town of Southbridge, Police Department, to Worcester Regional Retirement System, Creditable Service 23.50 Years.

Motion by Mrs. Peña, 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 David Burris**, formerly of the Southbridge Public Schools, Dean of Students, to Mass Teachers Retirement System, Creditable Service 4.8333 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 **rollover of accumulated deductions for Kelly Meredith**, formerly of the Bay Path Vocational High School, LPN Secretary.

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

13. Vote to approve the **rollover of accumulated deductions for Kimberly Grant**, formerly of the Town of Southbridge, Inspection Department.

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

14. Vote to approve the **refund of accumulated deductions for Ronald Bachand**, formerly of the Bay Path Vocational High School, Para Professional.

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

15. Vote to approve the **refund of accumulated deductions for Autumn Finn**, formerly of the Southbridge Public Schools, Para Professional.

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

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16. Vote to approve the refund of accumulated deductions for Paula Talty, formerly of the Southbridge Public Schools, Assistant to Receiver.

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

17. Administrator's Forum:

- YTD Budget/Books: Up to February 2023
- Bay Path Benefit Fair: at Bay Path, May 4th
- Board Member Financial submission to PERAC: Due May 1st, new Ex-Officio has till March 31st
- MACRS Conference: June 4-7
- Audits: By PERAC and Rosselli and Clark the week of April 3rd

18. Vote to approve the Warrant for March W032023 in the amount of \$982,085.41

<u>Retiree Payroll</u>	<u>\$377,054.00</u>
<u>Payroll End Checks:</u>	<u>\$ 60,991.06</u>
<u>Accounts Payable:</u>	<u>\$544,040.35</u>

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

19. Board Members' Forum:

- Mr. Cournoyer and the rest of the board welcomed the new Ex-Officio, Kristine Russell.
- Mr. Cournoyer will like the administrator to send an email with an update on the credits needed to each board member.

20. Meeting Schedule: April 27, 2023 at 9:00 am in the Veteran's Room.

21. Vote for adjournment:

Motion by Mrs. Peña, second by Mr. Cournoyer, to adjourn the meeting at 10:01 am. All members present voted in favor of the motion. Meeting adjourned.

FYI

PERAC MEMO 9/2023: Tobacco Company List

Respectfully submitted:



Yolanda Alvarado








