

Southbridge Retirement Board Meeting Minutes
March 31, 2022, 9:00 A.M.
Veteran's Room
Town Hall 41 Elm Street Southbridge, MA 01550

1. Open meeting – 9:01 A.M.
2. Roll Call - Present at the meeting were Mr. Cournoyer, Mrs. Peña, Mrs. Harnois and Mrs. Ashleigh. Ms. Leduc was excused. Also present, Laura Strickland from PRIM and Mrs. Alvarado, Administrator.
3. Vote to accept the minutes from the following meeting:
 - o February 24, 2022
Motion by Mr. Cournoyer, second by Mrs. Harnois. All members voted in favor of the motion. Motion carries.
4. PRIM update and performance: Laura Strickland, Senior Client Services Officer
5. Chairperson's Announcements:
 - Mr. George Chenier, retiree, will like to have the board put a gathering together for all the retirees in the future.
6. Annual Statement – presented and discussed with the Board members
7. Vote to approve the **refund of accumulated deductions for Wendy Thompson**, formerly of the Southbridge School Department.

Motion by Mr. Cournoyer, second by Mrs. Harnois. All members voted in favor of the motion. Motion carries.
8. Vote to approve the **refund of accumulated deductions for Christina Palmerino**, formerly of the Southbridge School Department.

Motion by Mr. Cournoyer, second by Mrs. Harnois. All members voted in favor of the motion. Motion carries.
9. Vote to approve the **refund of accumulated deductions for Elsie Alicea**, formerly of the Southbridge School Department.

Motion by Mr. Cournoyer, second by Mrs. Harnois. All members voted in favor of the motion. Motion carries.
10. Vote to approve the **transfer of accumulated deductions for Melissa Zawadzki**, formerly of the Town of Southbridge, Treasurer/Collector Department, to the Hampden County Regional Retirement Board, Creditable Service 17.50 Years.

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

11. Vote to approve the **transfer of accumulated deductions for Ryan Chase**, formerly of the Town of Southbridge, Police Department, to the Worcester Regional Retirement Board, Creditable Service 9.50 Years.

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

12. Vote to approve the **transfer of accumulated deductions for Kevin Cantwell**, formerly of the Southbridge School Department, to the Worcester Regional Retirement Board, Creditable Service 4.9167 Years.

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

13. Transfer for Keith Vezeau's, review years of service.

Mrs. Harnois suggested a vote to keep as the way the system had calculated the years of service.

Motion to vote to grant him the time that he had on the books by Mrs. Harnois, second by Mr. Cournoyer.

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

14. Administrator's Forum:

- Vacation buy back vs. earned vacation – if paid at the end of employment as a lump sum, it is not considered pensionable.
- COLA increase – will vote in the April meeting
- Retiree calculations salary 36 highest vs last 3 years – use last three years ensuring that payroll is looked at for any unusual pays. If they had a higher pay in prior years then it should be looked at for the highest 36 months.
- YTD/Monthly Books & Budget – Year End, January and February books were emailed to the board.
- MACRS Conference - Save the date June 13 – 15, 2022: Once official, the board is to notify the administrator if they want to assist, reservations will need to be made.
- Roselli and Clark quote – went from \$8,0000 to \$8,500 for the next 3 years.

15. Vote on Roselli and Clark contract for 3 years

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

16. Vote to approve the Warrant for February March W032022 in the amount of \$745,049.17:

<u>Retiree Payroll</u>	<u>\$364,364.84</u>
<u>Payroll End Checks:</u>	<u>\$ 62,846.83</u>
<u>Accounts Payable:</u>	<u>\$317,837.50</u>

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

17. Board Members' Forum:

- Mrs. Ashleigh has been approached by employees for different options of insurance. Suggested to invite Mrs. Robaina, HR director to the next meeting.

18. Retirement System Members' Forum - None noted

19. School Department Forum - None noted

20. Meeting Schedule - Thursday, April 21, 2022 at the Veteran's Room

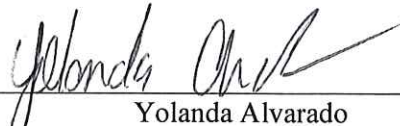
21. Vote for adjournment:

Motion by Mr. Cournoyer, second by Mrs. Ashleigh, to adjourn the meeting at 10:46 A.M. All members present voted in favor of the motion. Meeting adjourned.

FYI

PERAC MEMO 9/2022: Extension of Open Meeting Law Waivers
PERAC MEMO 27/2018: Direct Deposit Scam (Awareness)

Respectfully submitted:


Yolanda Alvarado

