

Southbridge Retirement Board Meeting Minutes
Thursday, September 28, 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 9:08 am.
2. Roll Call - Present at the meeting was Ms. Leduc, Mrs. Russell and Mr. Cournoyer (via remote). Mrs. Peña excused. Also, present Mr. William Metzger, Chief Human Resource, Noor ElGaderi, HR Specialist/Benefit Coordinator and Mrs. Alvarado, Administrator.
3. Vote to accept the minutes from the following meetings:
 - o August 31, 2023

Motion by Mrs. Russell, second by Mr. Cournoyer. All members present voted in favor of the motion. Motion carries.
4. School Department Forum – None noted.
5. HR Specialist/Benefit Coordinator Forum – Ms. ElGaderi is now the HR Director.
6. Retirement System Members' Forum – None Noted.
7. Vote to approve the **superannuation retirement of Andrew Sokolowski**, Custodian of the Southbridge Public Schools, effective October 20, 2023, 31 Credible Service Years.

Motion by Mr. Cournoyer, second by Mrs. Russell. All other members present voted in favor of the motion. Motion carries.
8. Vote to approve the **superannuation retirement of Juan C. Peña**, Custodian of the Southbridge Public Schools, effective November 18, 2023, 29 Credible Service Years.

Motion by Mrs. Russell, second by Mr. Cournoyer. All members present voted in favor of the motion. Motion carries.
9. Vote to approve the **refund of accumulated deductions for Nicholas Caldwell**, formerly of the Bay Path Vocational High School, Custodian, 1.1667 Years of Service.

Motion by Mrs. Russell, second by Mr. Cournoyer. All members present voted in favor of the motion. Motion carries.
10. Vote to approve the **refund of accumulated deductions for Derek Morrell**, formerly of the Southbridge Public Schools, Custodian, 1.4167 Years of Service.

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

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11. Vote to approve the **rollover of accumulated deductions for Megan Garlie**, formerly of the Town of Southbridge, Library, 1.25 Years of Service.

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

12. Vote to approve the Warrant for September W092023 in the amount of **\$478,472.65**

<u>Retiree Payroll</u>	<u>\$390,441.38</u>
<u>Payroll End Checks:</u>	<u>\$ 65,192.14</u>
<u>Accounts Payable:</u>	<u>\$ 22,839.13</u>

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

13. Administrator's evaluation, anniversary: August 9, 2023

Chairperson, Ms. Leduc went over and tabled the board's evaluations. Overall score was a total of 3.594 out of 4. Recommended a base of \$85,000 annual salary effective anniversary date and will like the board to establish a merit rate table for future reference.

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

14. Administrator's Forum:

- YTD Budget/Books: Up to August 2023
- 2023 Fall MACRS Conference: October 1 – 4 in Springfield
- 2023 PRIM Client Conference: October 25, 2023
- Website: emails for board members – Ms. Leduc will like to add hers

15. Chairperson's Announcements – None noted.

16. Board Members' Forum – None noted.

17. Meeting Schedule - Thursday, October 26, 2023 at 9:00 am in the Veteran's Room.

18. Vote for adjournment:

Motion by Mrs. Russell, second by Mr. Cournoyer, to adjourn the meeting at 10:05 am. All members present voted in favor of the motion. Meeting adjourned.

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FYI

PERAC MEMO 19/2023: Tobacco Company List
2022 PERAC Investment Report
PERAC Pension News #63

Respectfully submitted:





Yolanda Alvarado




