

The regular meeting of the Montague Retirement Board, duly posted, was held at One Avenue A, Turners Falls, MA on the above date, and came to order at 1:02 PM.

Retirement Board Members Present: Marianne Fiske, Carolyn Olsen, Cheryl Clark, and Frank Abbondanzio were present; David Dion participated remotely by telephone.

Retirement Board Staff Present: Administrator Deb Underhill was present.

Minutes: Minutes of June 27, 2017 Retirement Board Meeting were presented for review and approval.

Retirement Board Moved: To approve June 27, 2017 minutes.

Vote: 5 In Favor 0 Opposed 0 Abstained

Warrant: Contributory Retirement Warrant #7, dated July 31, 2017 in the amount of \$242,773.47.

| | |
|--------------------|-----------------|
| Payroll | \$ 234,864.16 |
| Expenses | \$ 6,490.15 |
| Travel | \$ 1,398.97 |
| 3(8)C Payment MTRS | <u>\$ 20.19</u> |
| Total Warrant | \$ 242,773.47 |

Retirement Board Moved: To approve July 31, 2017 Warrant #6 in the amount of \$242,773.47.

Vote: 5 In Favor 0 Opposed 0 Abstained

Draft a regulation to define “temporary” employee:

Carolyn Olsen suggests the board add item #1A to the current eligibility regulations, to read as follows:

Temporary employees are defined as those employees expected to work for fewer than 3 months. If an employee is hired to work for fewer than 3 months but actually works 3 months or longer, and works a regular schedule of at least 20 hours per week, they shall become a member when they have worked 3 months.

Retirement Board Moved: to adopt above stated regulation to define “temporary” employee.

Vote: 5 In Favor 0 Opposed 0 Abstained

Replace Current Travel Regulation:

After discussion, the board moved to replace the current Travel Regulation, section 6, meals, with the following new regulation:

Meals

6.1 The maximum reimbursement for meals is \$60 per day. The board may allow for reimbursement in excess of the allowable amount for travel to high cost areas. The increased amount of allowable meal costs shall be set, whenever practicable, prior to the travel.

Retirement Board Moved: to adopt the above stated regulation to replace section 6.1 of the Montague Retirement Board Travel Regulations.

Vote: 4 In Favor 0 Opposed 1 Abstained (Board Member Carolyn Olsen Abstained)

Superannuation application, Option A, received for Philip Przybyla, TWN, DPW, effective 12/15/2017.

Marianne Fiske informed the board and administrator that a retirement applicant Cannot file a signed superannuation application more than 4 months in advance of their anticipated retirement date. Therefore, this has been tabled until Mr. Przybyla complies with the correct timeline.

Superannuation application, Option B, received for Angela Conti, GMR, Paraprofessional, effective 8/28/2017.

Retirement Board Moved: to accept Superannuation Retirement Application, Option B, from Angela Conti, GMR, effective 8/28/2017.

Vote: 5 In Favor 0 Opposed 0 Abstained

Travel Expenses: Approve travel expenses for Deb Underhill and any attending Board Members for the Administrator training in Northampton on August 10th, and the Emerging Issues Forum in Worcester on September 14, 2017.

Retirement Board Moved: to approve travel expenses as stated above.

Vote: 5 In Favor 0 Opposed 0 Abstained

Next meeting: **Tuesday August 22, 2017 @ 1 pm.**

Adjourned 1:27 PM

APPROVED BY THE MONTAGUE BOARD OF RETIREMENT

Marianne Fiske, Chairperson

Respectfully submitted,

Carolyn Olsen

David Dion

Debra Underhill
Administrator
Montague Retirement Board

Cheryl Clark

Frank Abbondanzio