

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 1:00 PM.

Retirement Board Members Present: Carolyn Olsen, Steven Ellis, Cheryl Clark and Marianne Fiske were present. David Dion was absent.

Retirement Board Staff Present: Administrator Deb Underhill was present.

Minutes: Minutes of the November 27, 2018 Retirement Board Meeting were presented for review and approval.

On a motion made by Carolyn Olsen, seconded by Marianne Fiske, the Board voted to approve the November 27, 2018 minutes.

Vote: 4 In Favor 0 Opposed 0 Abstained

Warrant: Contributory Retirement Warrant #12, dated December 31, 2018 in the amount of \$296,124.69.

Payroll	\$ 250,721.48
Expenses	\$ 7,290.99
AS Transfers	\$ 27,362.22
Software Upgrade/Scanning	<u>\$ 10,750.00</u>
Total Warrant	\$ 296,124.69

On a motion made by Carolyn Olsen, seconded by Marianne Fiske, the Board voted to approve the December 31, 2018 Warrant #12 in the amount of \$296,124.69.

Vote: 4 In Favor 0 Opposed 0 Abstained

New Members: Thomas Burden TWN WPCF, laborer, 11/26/2018
Michelle Cloutier, GMRSD, Food Service Supervisor, 11/5/2018
Elizabeth Chagnon, GMRSD, Paraprofessional, 12/5/18

On a motion made by Steven Ellis, seconded by Carolyn Olsen, the Board voted to approve the new members listed above.

Vote: 4 In Favor 0 Opposed 0 Abstained

AS Transfers: Catherine Lafleur, GMRSD, 1/3/1994-8/30/2014, 20 years, 1 month, 12 days, to Greenfield Retirement System.

On a motion made by Carolyn Olsen, seconded by Marianne Fiske, the Board voted to approve the annuity savings transfer for Catherine Lafleur, GMRSD, 1/3/1994-8/30/2014, 20 years, 1 month, 12 days.

Vote: 4 In Favor 0 Opposed 0 Abstained

Legal RFP: Board members discussed their evaluations of the two proposals received in response to the Legal RFP. The board will negotiate a contract for legal services for a period of not more than 7 years with the selected attorney or firm, to begin January 25, 2019.

Discussion: Carolyn Olsen said that both of the attorney's proposals are the same except for the cost. All board members said they rated Attorney Sacco's proposal one point lower due to cost.

Carolyn Olsen made a motion to award the legal contract to Attorney Tom Gibson without interviews, as the board members are already familiar with both attorneys.

On a motion made by Carolyn Olsen, seconded by Marianne Fiske, the Board voted to award the legal contract to the Law Offices of Thomas Gibson, on the basis of lower cost, for a period of 7 years.

Vote: 4 In Favor 0 Opposed 0 Abstained

Notice: The Board received a final decision from DALA regarding Mr. Charles Dodge's appeal. DALA upheld the Board's decision excluding payments for administrative leave from regular compensation.

Meeting Adjourned 9:45 AM

Next meeting: Tuesday January 29, 2019 @ 9:30 am.

Annual items:

Jan/Feb - Post COLA hearing

Sept – Vote chairman

Oct – Administrator evaluation & compensation, stipends, budget for next year

Nov – Budget approval

APPROVED BY THE MONTAGUE BOARD OF RETIREMENT

Cheryl Clark, Chairperson

Respectfully submitted,

Carolyn Olsen

Debra Underhill
Administrator

David Dion

Montague Retirement Board

Marianne Fiske

Steven Ellis