

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 9:30 AM.

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

Acting Chairperson: Marianne Fiske was appointed acting Chairperson for this meeting.

On a motion made by David Dion, seconded by Carolyn Olsen, the Board voted to appoint Marianne Fiske Acting Chairperson for the purposes of this meeting.

Vote: 4 In Favor 0 Opposed 0 Abstained

Retirement Board Staff Present: Administrator Deb Underhill was present.

Minutes: Minutes of the December 18, 2018 Retirement Board Meeting were presented for review and approval.

On a motion made by Carolyn Olsen, seconded by Steven Ellis, the Board voted to approve the December 18, 2018 minutes.

Vote: 4 In Favor 0 Opposed 0 Abstained

Warrant: Contributory Retirement Warrant #1, dated January 31, 2019 in the amount of \$397,482.28.

Payroll	\$ 254,295.13
Expenses	\$ 6,935.22
3(8)c Payments	\$ 115,451.93
Software Support & Hosting 2019	\$ 20,800.00
Total Warrant	<u>\$ 397,482.28</u>

On a motion made by Carolyn Olsen, seconded by David Dion, the Board voted to approve the January 31, 2019 Warrant #1 in the amount of \$397,482.28.

Vote: 4 In Favor 0 Opposed 0 Abstained

New Members: Karen Wickline, GMRSD, Admin Asst., 12-17-2018
Jasmine Farr-Marcum, GMRSD, Paraprofessional, 12-20-2018
Laurel Stafford, GMRSD, Cafeteria, 1-2-2019

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

Vote: 4 In Favor 0 Opposed 0 Abstained

Option D Beneficiary: Approve Option D Survivor benefit for Patrick Cusack, husband of Linda Cusack, GMRSD, 10/26/15 to date of death on 8/14/18. PERAC approval was received.

On a motion made by Carolyn Olsen, seconded by David Dion, the Board voted to approve the Option D survivor benefit for Patrick Cusack.

Vote: 4 In Favor 0 Opposed 0 Abstained

2018 Budget: Amend and approve supplemental CY2018 budget amount of \$17,449, due to adding the Scanning Module to the PTG Software in 2018 that was not included in the CY2018 budget.

On a motion made by Carolyn Olsen, seconded by Steven Ellis, the Board voted to approve the CY2018 supplemental budget in the amount of \$17,449.

Vote: 3 In Favor 0 Opposed 1 Abstained (David Dion Abstained)

COLA: Set date for annual COLA meeting.

Discussion: There is some confusion about the posting requirements for the COLA meeting, Marianne Fiske asked Administrator Deb Underhill to ask Attorney Tom Gibson for clarification.

On a motion made by Carolyn Olsen, seconded by David Dion, the Board voted to schedule the COLA vote on March 26, 2019 at 9:30AM.

Vote: 4 In Favor 0 Opposed 0 Abstained

Travel Expenses: Approve travel expenses for educational training in Springfield on March 28, 2019, Chapter 32 in a Nutshell.

On a motion made by Carolyn Olsen, seconded by David Dion, the Board voted to approve the travel expenses for educational training in Springfield on March 28, 2019.

Vote: 4 In Favor 0 Opposed 0 Abstained

Election Officer: Appoint election officer for the upcoming election for the 3rd member of the retirement board, current term expires 5/30/2019.

On a motion made by Carolyn Olsen, seconded by David Dion, the Board voted to appoint Administrator Deb Underhill to be Election Officer for the upcoming election listed above.

Vote: 4 In Favor 0 Opposed 0 Abstained

Accidental Disability Application: Board was provided with the Accidental Disability Application pending from Brian Heath. Board members will review the file prior to the February 21, 2019 Retirement Board meeting.

Meeting Adjourned 10:10 AM

Next meeting: Thursday February 21, 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, Acting Chairperson

Steven Ellis